



**2019 Biennial Review Report:
DRUG AND ALCOHOL ABUSE
PREVENTION PROGRAMS (DAAPP)**



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INTRODUCTION

The Harrisburg University of Science and Technology (HU) is dedicated to developing and creating a community that is free from the illegal use of alcoholic beverages and drugs.

To create an environment that is free from illegal use of alcohol and drugs, HU takes various proactive steps. HU's Student Code of Conduct and employee policies prohibit any unlawful possession, use, distribution, or sale of alcohol and other drugs by students, faculty, staff, or visitors to HU, on HU-owned property and at all HU sponsored activities. HU students are also prohibited from the illegal use of drugs or alcohol whether on or off campus. The legal age in Pennsylvania to consume alcohol is 21. Any underage student consuming alcohol is violating standards for student conduct. Additionally, excessive alcohol use can lead to additional violations, such as driving while intoxicated or public intoxication.

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) of 1989 requires institutions of higher education to certify that they have adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs by students and employees both on its premises and as part of any of its activities.

The law further requires that HU conduct a biennial review of its program to assess the effectiveness of its drug and alcohol abuse prevention programs, evaluate the consistency of sanctions imposed for violations of its disciplinary standards and codes of conduct related to drugs and alcohol, identify areas requiring improvement or modification, and produce a biennial report to review HU's findings.

What follows is HU's biennial review of its drug and alcohol abuse prevention programs.

Message from the President

At HU, the health and safety of our campus communities are a top priority.

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) of 1989 requires, as condition of receiving funds or any other form of financial assistance under any federal program, that HU certify that it has adopted and implemented a program “to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees” both on HU premises and as part of any of its activities.

In preparation of such certification, HU has:

- Annually notified each employee and student, in writing, of standards of conduct, appropriate sanctions for violation of federal, state, and local law and campus policy, health risks associated with alcohol and other drug use and a description of available treatment programs
- Developed a sound method for distributing annual notification information to every student and staff member
- Prepared this biennial report on the effectiveness of our Drug and Alcohol Abuse Prevention Program and the consistency of sanction enforcement

The report of the results of the biennial review are contained within this document. I have reviewed and approve of this report.

Respectfully

Eric D. Darr, PhD
President & CEO





A Brief History of HU

HU was incorporated in the Commonwealth of Pennsylvania on December 12, 2001, making it the first independent science and technology-focused, nonprofit university established in Pennsylvania in more than 100 years. As of 2018, HU has expanded to include a Philadelphia location.

HU was created to address the capital region's need for increased educational opportunities in science, technology, engineering, and math (STEM) careers, and it represents a major step to attract, educate, and retain Pennsylvania's diverse 21st century knowledge-based workforce.

HU is home to the Agile Lean Center, Analytics Institute, Center for Environment, Energy and Economy, Center for Advanced Entertainment and Learning Technologies, The Government Technology Institute, The Geospatial Technology Center, and the Security Center of Excellence.

HU is also a member of the National Association of Collegiate eSports (NACE), and offers Esports as its first-and-only varsity sport with teams competing in "League of Legends," "Overwatch," and "Hearthstone."



HU Fast Facts and Points of Pride

- HU is the only comprehensive nonprofit science and technology, university between the cities of Philadelphia and Pittsburgh.
- Over 6,000 students are currently enrolled.
- 100% of undergraduate students receive a scholarship.
- 92% of undergraduate students are employed in their field or have been accepted to graduate school within six months of graduation.
- Undergraduate students are required to complete 135 internship hours.
- 52% of HU's undergraduate students are women; this compares to a national average of 18% in science and technology programs.
- 44% of HU's undergraduate students are African American; it has more African American women pursuing science and technology programs than some universities 10 times HU's size.
- In a recent report "Private Colleges Where Students Win the Most Scholarship Money," HU ranked #1 in the nation.
- HU has not raised tuition during the past seven years.
- HU does not charge student fees.

Part Two: Overview of HU's Commitment to Alcohol and Other Drug (AOD) Prevention Programs

A. Biennial Review Committee

In support of the safety and health of its students and employees, and pursuant to its obligation to conduct a biennial review of its drug and alcohol abuse prevention programs, HU has authorized an administrative review of those programs to be completed every two years. The purpose of this review is to consider whether HU is meeting its obligations under DFSCA regulations, to summarize the related policies, procedures and programs, and to recommend any appropriate enhancements to those policies, procedures, and programs.

HU's DAAPP Biennial Report is coordinated through the Office of General Counsel. The report is a collaborative effort between HU's Offices of Student Services, Human Resources, Security, General Counsel, and a representative from HU's faculty.

The 2019 Biennial Report Committee consisted of:

- Christine Proctor, Faculty
- Melissa Morgan, Office of Student Services (HU CARES Team Member)
- Laurel Harris, Office of Human Resources
- Benjamin Buckley, HU Security (HU CARES Team Member)
- Jacqueline Conforti Barnett, General Counsel (HU CARES Team Member)

B. Current HU AOD Program Inventory

Employees:

The Offices of Human Resources facilitates programming for HU's employees by providing information and education regarding AOD prevention.

The following programs and initiatives are currently offered to assist employees with AOD prevention and risk reduction:

- All benefits-eligible employees have free confidential access to the Employee Assistance Program (EAP). This program is provided to help employees with various personal problems that may arise, including alcohol and/or drug use/abuse. The service provides an employee that needs help or has questions a free and

confidential place to seek assistance. The EAP also hosts a website with resources and assessment tools for employees.

- As part of employee orientation, all new employees receive HU's AOD policy.
- All employees receive annually HU's AOD policy and resources.
- HU's AOD policy is posted and available to HU employees on HU's intranet site, MyHU.
- HU's AOD policy is included in HU's Employee Handbook.

Students:

The Offices of Student Services facilitates programming for HU's student population by providing information and education regarding AOD prevention.

The following programs and initiatives are currently offered to assist students with AOD prevention and risk reduction:

- Residential Life staff educate students about the psychological effects of alcohol abuse and precautions to maintain student personal safety.
- As part of new student orientation/welcome weekend, HU staff discuss HU's AOD policy.
- All students receive, annually, HU's AOD policy and resources.
- HU's AOD policy is posted and available to HU students on HU's intranet site, MyHU.
- HU's AOD policy is included in HU's Student Handbook.
- HU addresses student drug and alcohol use in its Student Code of Conduct

C. Notification to HU Campus Community

The current Drug and Alcohol-Free Workplace Policy is included in HU's Student and Employee Handbooks and is also available on HU's intranet site, MyHU, for all HU employees and students.

Three times annually, information pertaining to drug and alcohol use, as well as counselling and treatment programs, are circulated in conjunction with HU's Annual Security Report (ASR) that is issued in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (Clery Act). In 2018, this information became included as part of HU's ASR. HU's ASR is posted publicly on its website at: <https://harrisburgu.edu/lib/pdf/annual-security-report-clery-report.pdf>.

All notifications are transmitted by and to emails issued by HU.

- First Notification: All students and employees receive information pertaining to drug and alcohol use, as well as counselling and treatment programs, in HU's ASR on or before October 1 of each year.
- Second Notification: All students new to HU after October 1 and all new employees who begin working at HU after October 1 receive information pertaining to drug and alcohol use, as well as counselling and treatment programs, in HU's ASR on or before January 31. This distribution is for new students who begin their enrollment during the spring semester each year.
- Third Notification: All students new to HU after February 1, and all new student employees and HU employees who begin working at HU after February 1, receive information pertaining to drug and alcohol use, as well as counselling and treatment programs, in HU's ASR on or before May 31 of each year. This distribution includes new students who begin their enrollment during the summer enrollment each year.

HU's notifications by way of its emailed ASR, website links, and information provided at student orientation and at the time of an employee's hiring, notifies the HU Community of the following:

- Standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees
- A list of applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol
- A description of the health risks associated with the abuse of alcohol or use of illicit drugs
- A list of drug and alcohol counseling, treatment, rehabilitation and reentry programs that are available to employees or students
- A clear statement regarding institutional sanctions on students and employees, and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

E. Current Range of Disciplinary Sanctions for an AOD Violation

Sanctions for AOD violations vary depending on the nature of the specific violation. The following is a list of possible remedies and sanctions a student could receive for an AOD Violation:

- Verbal Warning to the offender that the conduct must stop, and any continuation may be a basis for more severe action.
- Written Warning-to the offender that the conduct must stop, and any continuation may be a basis for more severe action.

- Probation- notice that further violation of this Code may result in expulsion. Also, the decision may place some additional restrictions on membership in student organizations and/or participation in activities or may establish special restitution and service requirements.
- Suspension- revocation of the privilege of attending HU and using its facilities for a defined period.
- Interim Suspension - In certain circumstances, the Director of Student Services or a designee, may impose an interim suspension prior to the student conduct conference.
 - Interim suspension may be imposed only to ensure the safety and wellbeing of members of the HU community or preservation of HU property, to ensure the student's own physical or emotional safety and well-being, and if the student poses a definite threat of disruption or interference with normal operations of HU. During the interim suspension, students may be denied access to the campus (including classes) and/or all other activities or privileges for which the student might otherwise be eligible, as the Director, or designee, may determine to be appropriate.
- Facilities Restriction- revocation or restriction of privileges for the use of some but not all HU facilities.
- Expulsion - permanent termination of student status and rights to be present on HU property and attend/participate in HU-sponsored events.
- Referral to civil or criminal authorities.

Any of the following may accompany a remedy and sanction:

- Restitution requiring individuals to restore or replace within a specified time, property which has been damaged, defaced, lost or stolen.
- Service assignment requiring an individual to perform services for the community or HU.
- Referral to appropriate psychological or psychiatric service for evaluation, mandated assessment, or other special help.
- A campus-wide Notice of No Trespass will accompany a sanction of suspension or expulsion from HU.
- Campus-wide No Contact Order: The director, or designee, may impose a No-Contact Order between parties in response to a complaint when the fear of retaliation and/or harassment may be present.
- Other Educational Sanction: educational sanctions meant to help students learn from their experiences. Other educational sanctions, such as reflection papers, required educational program attendance, letters of apology or other restorative assignments, consistent with the nature and severity of the violation(s), may be imposed.

Sanctions for AOD violations by employee vary depending on the nature of the specific violation. Employees who think that they may have an alcohol or drug use problem are urged to seek confidential assistance from EAP or their health insurance provider.

Faculty and staff who violate HU's Drug and Alcohol Policy may be subject to the following sanctions:

- Employees who demonstrate a substance abuse problem may be given the option to seek assistance and thereby defer consideration of termination or other disciplinary action provided the employee adheres to the treatment plan set forth by his or her treatment provider. Employees who undergo voluntary counseling or treatment and who continue to work must meet all established standards of conduct and job performance.
- If an employee violates the policy, he or she may be subject to disciplinary action up to and including demotion, suspension, or termination. HU, in its discretion, may choose to not terminate an employee, and in such event, it, in addition to any disciplinary action, may refer the employee to a treatment and/or counseling program for substance abuse as part of a performance improvement plan (PIP).
- Any employee convicted for violation of any criminal drug statute must immediately notify HU in writing.

F. AOD Disciplinary Statistics and Discipline Imposed for Years 2016-2018

Due to the small number of incidents reported year-to-year at HU, the DAAPP Committee utilizes an empirical research design. The empirical design utilizes observations from the review of individual reported incidents in the student software tracking system "Advocate" and discusses relevant employee incidents with the Offices of Human Resources and Student Services. The DAAPP Committee reviewed incidents from the prior two academic years to determine themes or trends (trend analysis). Once a theme or trend is identified, the DAAPP Committee may make recommendations for future programs and interventions.

During the 2016-2018 calendar years, 0 employees faced disciplinary sanctions for alcohol and/or drug possession and/or use.

During 2016-2018 calendar years, a total of 102 students faced disciplinary sanctions for alcohol and/or drug possession and/or use as noted in the chart below. Sanctions can range from verbal warnings to expulsion.

Student Violations for 2016

Issue	Sanction	Number Per Sanction
Drug	Warning – Verbal	12
	Warning – Written	2
	Probation	0
	Suspension	0
	Expulsion	2
Alcohol	Warning – Verbal	11
	Warning – Written	11
	Probation	0
	Suspension	0
	Expulsion	0
Alcohol and Drug	Warning – Verbal	0
	Warning – Written	0
	Probation	0
	Suspension	0
	Expulsion	0

Student Violations for 2017

Issue	Sanction	Number Per Sanction
Drug	Warning – Verbal	10
	Warning – Written	3
	Probation	0
	Suspension	0
	Expulsion	0
Alcohol	Warning – Verbal	15
	Warning – Written	7
	Probation	0
	Suspension	0
	Expulsion	0
Alcohol and Drug	Warning – Verbal	0
	Warning – Written	0
	Probation	0
	Suspension	0
	Expulsion	0

Student Violations for 2018

Issue	Sanction	Number Per Sanction
Drug	Warning – Verbal	8
	Warning – Written	0
	Probation	0
	Suspension	0
	Expulsion	0
Alcohol	Warning – Verbal	16
	Warning – Written	6
	Probation	0
	Suspension	0
	Expulsion	0
Alcohol and Drug	Warning – Verbal	0
	Warning – Written	0
	Probation	0
	Suspension	0
	Expulsion	0

G. Financial Aid and Drug Convictions

The Free Application for Federal Student Aid (FAFSA) includes a question that reads: “Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid (such as grants, loans, or work-study)?” The student self-certifies their answer to this question. The Office of Financial Aid is notified if a student admits to a conviction by the federal processor. The Office of Financial Aid must then determine if the conviction affects the student’s eligibility.

No financial aid can be processed until the office receives confirmation from the U.S. Department of Education that the student is eligible for financial aid. The U.S. Department of Education requires any convicted student to complete a qualified drug rehabilitation program, which must include two unannounced drug tests.

FAFSA Management of Drug Abuse Prevention Program Requirements Relative to Federal Student Aid Students complete the FAFSA and self-certify if they have been convicted for the possession or sale of illegal drugs for an offense that occurred while they were receiving federal student aid.

- If a student self-certifies with a “no” response, then the student is eligible for aid.

- If a student self-certifies with a “yes” response, the Institutional Student Information Record has a comment code to indicate students that said “yes.” This causes a checklist to populate for the student.
- Students are instructed to go back to the FAFSA to complete the Student Aid Eligibility Worksheet. Once the student has completed the worksheet, the student will be able to determine their eligibility date. Based on the results of the worksheet, a student can make required changes to the question on their FAFSA and take additional steps to notify their school, if required.

There are no requirements for institutional grants or scholarships in reference to drug offenses.

H. Effectiveness of the AOD Prevention Program and AOD Policy

In order to determine the effectiveness of HU’s prevention program, a policy inventory was conducted to examine the effectiveness and consistency of enforcement. HU strives to provide AOD prevention, education, and intervention services to students and employees, but has not progressed to systematizing and/or formalizing training and education as effectively as it could. As a result of no office owning and spearheading an AOD prevention program initiative, and because of limited staffing, efforts have stalled and remained stagnant during the past two years. Fortunately, the gravity of AOD student conduct violations at HU have not increased based on a review of incidences during the past two years. No student has been dismissed from HU due to AOD violation during the past two years. As the student body has grown, reported incidences have decreased.

However, as a result of staffing, HU’s effectiveness and commitment to AOD prevention programming will be renewed in 2019.

HU is in the process of hiring a compliance specialist to spearhead program initiatives in several areas, which will include formalizing and systematizing AOD training and education in collaboration with the Offices of Student Services and Human Resources. Furthermore, this initiative will also include extending an invitation to the HU community seeking participation to develop overarching measurable long- and short-term goals regarding AOD programming and policy including online training and specialized subject matter programming.

HU will continue to demonstrate a commitment to developing and refining AOD programs and in the coming year hopes to tailor its community educational, program, and service initiatives through campus surveys and assessments. Current primary prevention strengths include the recent development of a multi-disciplinary CARES team that consists of representatives from Student Services, Residence Life, Student Success, Disability

Services, Counselling, Security, and General Counsel who monitor and support at-risk students, which includes those with AOD issues. Our greatest areas of growth include the addition of education and processes surrounding the role and referral of appropriate students to the CARES team, counselling office, and/or to external community resources.

The effectiveness of HU’s AOD policies was measured under the guidelines of the EDGAR Part 86 Compliance Checklist. The results indicate that the current programming policies generally comply with Part 86 of the Drug-Free Schools Law but can benefit from further development in several areas. The following chart provides an overview of current policy effectiveness.¹

For Students:

ACTIONS RELATED TO EDUCATION AND DISTRIBUTION OF AOD POLICY	Yes	No	Needs Improvement
Does HU maintain or provide annually to students (taking one or more classes any type of academic credit except for continuing education units), written materials that adequately describe and contain...			
A copy of its drug prevention program?	X		
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?	X		
A description of the health risks associated with the use of illicit drugs and the abuse of alcohol?	X		
A description of applicable legal sanctions under local, state, or federal law?	X		
A description of applicable counseling, treatment, or rehabilitation or re-entry programs?	X		
A clear statement of the disciplinary sanctions the institution will impose on students and a description of those sanctions?	X		
Are the above materials distributed to students in one or more of the following ways: mailed, emailed, personal delivery during orientation?	X		
Does the means of distribution provide reasonable assurance that each student receives the materials annually?	X		
Does the institution's distribution plan make provisions for providing these materials to students who enroll at after the initial distribution?	X		

¹ <https://safesupportivelearning.ed.gov/sites/default/files/hec/product/dfscr.pdf>

ACTIONS RELATED TO BIENNIAL REPORT			
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...	YES	NO	NEEDS IMPROVEMENT
Conduct student alcohol and drug use survey		X	X
Conduct opinion survey of its students		X	X
Evaluate comments obtained from a suggestion box		X	X
Conduct focus groups	X		X
Conduct intercept interviews		X	X
Assess effectiveness of documented mandatory drug treatment referrals for students		X	X
Assess effectiveness of documented cases of disciplinary sanctions imposed on students	X		X
Appoint a point person/committee to conduct biennial reviews?	X		X

For Employees:

ACTIONS RELATED TO EDUCATION AND DISTRIBUTION OF AOD POLICY			
Does HU maintain or provide annually to employees written materials that adequately describe and contain...	Yes	No	Needs Improvement
A copy of its drug prevention program?	X		
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?	X		
A description of the health risks associated with the use of illicit drugs and the abuse of alcohol?	X		
A description of applicable legal sanctions under local, state, or federal law?	X		
A description of applicable counseling, treatment, or rehabilitation or re-entry programs?	X		
A clear statement of the disciplinary sanctions the institution will impose on employees and a description of those sanctions?	X		
Are the above materials distributed to employees in one or more of the following ways: mailed, emailed, personal delivery at time of hire?	X		
Does the means of distribution provide reasonable assurance that each employee receives the materials annually?	X		
Does the institution's distribution plan make provisions for providing these materials to employees who are hired after the annual distribution?	X		

ACTIONS RELATED TO BIENNIAL REPORT			
	YES	NO	NEEDS IMPROVEMENT
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 employee alcohol and drug use survey		X	X
Conduct opinion survey of its employees		X	X
Evaluate comments obtained from a suggestion box		X	X
Conduct focus groups	X		X
Conduct intercept interviews		X	X
Assess effectiveness of documented mandatory drug treatment referrals for employees		X	X
Assess effectiveness of documented cases of disciplinary sanctions imposed on employees		X	X
Appoint a point person/committee to conduct biennial reviews?			X

I. Summaries of HU Current AOD Programs Strengths and Weaknesses

The following highlights and summarizes specific strengths and growth opportunities regarding AOD prevention programming and policy:

Strengths:

- HU reviewed and updated its Alcohol and Drug Prevention Policy during the biennial report.
- HU updated its Student Code of Conduct to more aggressively address infractions concerning the illegal use and presence of alcohol and drugs on campus.
- HU distributes annually to each student a copy of its Alcohol and Drug Policy.
- HU provides information at all student orientations and in its Annual Security Report concerning support services and activities that promote a strong alcohol and drug-free campus environment.
- HU has a dedicated Student Services team committed to the health and wellness of the HU community.
- HU created a multi-disciplinary CARES team to address at-risk behavior in students, including issues of drug and alcohol abuse.
- The majority of drug and alcohol infractions are first offenses with minimal repeat infractions.
- Support services are readily available for students to ensure they receive the consultation assistance through designated community resources or HU's Counseling Center.

- If external referrals are required, HU maintains collaborations with various community substance abuse programs and continues to support students as needed.

Weaknesses:

- No standing HU committee exists to specifically address and initiate educational efforts on AOD-related issues.
- Lack of data about the scope of the AOD problem at HU.
- A need for further training with student resident advisors and the Residence Life Team to ensure that appropriate reports are created, and disciplinary sanctions are enforced.
- A need for better assessment measures to evaluate the AOD program.
- A need for improved enforcement and reporting of AOD policies by Resident Advisors supervising the residence halls.
- A need for funding from grants and university dollars to support the program.
- No single “point person,” whose job it is to oversee and direct AOD prevention program, exists.
- Limited “peer accountability.” Students seem to feel inhibited to challenge and confront peer behaviors.
- Enhanced communication and AOD training are needed for the HU employees and students.
- No Student Advisory Committee.
- Lack of automated electronic messaging to all new employees and students containing AOD policy.

J. Copy of Distributed AOD Prevention Policy

The current Drug and Alcohol-Free Workplace Policy (Policy) is included in HU’s Student and Employee Handbooks and is available on HU’s intranet site, MyHU, for all employees and students.

A copy of the Policy that is distributed is incorporated into this report as Attachment A.

Part Three: Critical Review of HU's Current AOD Prevention Programs

A. AOD Prevention Policy Review with Recommended Changes

The current Prevention Policy, that is included as Attachment A to this report, has not been reviewed and revised in the recent past. This is because no HU office owned this compliance obligation in a proactive manner between biennial reviews. This has been resolved moving forward by the Office of General Counsel and the Office of Student Services.

Besides reconfirming the accuracy of all references within the current policy, the following are recommended updates:

- The policy's applicability to the HU community at large (students and employees) can be better and more consistently defined throughout the policy.
- The policy requires clarity regarding the differing ranges and types of sanctions for both employees and students.
- Since the policy was last reviewed, HU expanded to include its Philadelphia location. AOD resources contained within the policy should be updated for this location.
- The policy does not notify employees of AOD assistance through the Employee Assistance Plan (EAP).
- The policy does not accurately reflect HU's current notification process.

B. Review of Current Notification Practices

- **Students:** Students receive notification and information on AOD programs and support services throughout the year in various forums and mediums including new student orientation, the posted ASR, the student handbook, and other student facing events. However, more mixed-mediums such as electronic billboarding throughout the campus, brochures, and posters may be additional tools that are underutilized and may further enhance AOD prevention programs and education.
- **Employees:** Although employees at time of hire receive a copy of the Employee Handbook containing AOD prevention education and resources, as well as information contained in the annually distributed ASR, it is with

other voluminous information and may easily be missed. Additionally, part-time or adjunct employees may not have received the same level and quality of AOD prevention education and resources as full-time employees. More mixed-mediums such as electronic billboarding throughout the campus, brochures, and posters, may be additional tools that are underutilized and may further enhance AOD prevention programs and education for employees.

- **Public Posting.** The biennial report has not been publicly posted on HU's website for ready access. This may also assist with making program and prevention information more readily available.

C. Sufficiency of Current AOD Prevention Programs and Goals at HU

Although HU has conducted biennial reviews and authored reports in the past, there has been an institutional disconnect between the obligation to compile a report and the practical realities that coordination and implementation are required to achieve effective prevention AOD programs and goals.

Because no one HU office owned and consequently coordinated campus wide AOD prevention program efforts and goals, HU has not effectively conducted an evaluation of its AOD programming to determine effectiveness. Correcting these deficiencies is a primary goal in the upcoming biennial review period.

Nevertheless, the number of cases referred to the Office of the Students Services for AOD review (as compared to the total number of students at HU) is very low for calendar years 2017 and 2018, and nonexistent for employees. This could indicate that the programming directed at students and employees, despite not being coordinated, has been successful.

Campus-wide surveying must also be conducted so that data can be analyzed regarding the employee and student program effectiveness and how further improvements can be best identified and implemented.

Part Four: Future Goals and AOD Prevention Program Initiatives at HU

A. Recommendations of Future AOD Prevention Program Goals

- Conduct employee and student surveys to obtain trend data for the 2021 DAAPP report, identify program enhancements, and survey the HU community regarding AOD usage and opinions.
- Increase HU faculty, staff members, and student knowledge about campus policies and laws regarding alcohol and drug use.
- Each new employee (full-time, part-time or student employee) be required to sign a Drug-Free Workplace Form (the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989).
- Display drug and alcohol prevention posters throughout campus with information concerning AOD support services.
- Develop drug and alcohol prevention pamphlets to be placed throughout the HU campus and on relevant SharePoint sites.
- Increase awareness of decision-making processes about AOD use including information about making healthy choices with advanced planning.
- Increase awareness of the impact of different types of alcohol, blood alcohol levels, and ramifications and address ways to reduce risk of drinking.
- Increase awareness by HU employees about where to refer students or colleagues with AOD problems.
- Create a Drug & Alcohol Abuse Prevention Program (DAAPP) Committee to assess HU's AOD prevention programs. The DAAPP Committee will meet quarterly and is charged with the following objectives:
 - Review drug and alcohol data from the Student Assistance Program, CARES Team referrals, and student conduct to determine the perceived effectiveness of current alcohol and drug abuse prevention programs
 - Create and evaluate comments left in a DAAPP suggestion box available to the HU community
 - Review drug and alcohol data from the Student Services, CARES Team referrals, Human Resources, and student conduct to determine future alcohol and drug abuse prevention programs, measure effectiveness of mandatory treatment referrals, and identify areas requiring improvement and modification

- Review student conduct and employee sanctions related to drug and alcohol violations to ensure consistent treatment in enforcement of disciplinary sanctions
- Establish focus groups to monitor and evaluate trends in AOD usage and preventative education
- Charge a chair before by January 2020 for the 2021 biennial report and review of 2019 findings
- Formally charge the newly hired Compliance Specialist to work with Student Services and HU to oversee and direct AOD prevention programs consistent with this report
- DAAPP Committee will develop a semester calendar of drug and alcohol abuse programming published in January and September of each year for the HU community. The DAAPP Committee will collaborate with HU's Student Services, Threat Assessment Team, CARES Team, Security, and Human Resources, as well as City of Harrisburg community partners, to develop more proactive and effective programming in connection with drug use and alcohol consumption. The calendar will be placed on the Student Services SharePoint site and on HU's intranet calendar on MyHU and promoted at New Student Orientation, New Employee Orientation, as well as throughout the calendar year.
- The DAAPP Committee will administer the American College Health Association's National College Health Assessment starting in 2019 and participate every three years. The National College Health Assessment will provide a comprehensive picture of our students' health by providing data about our students' health habits, behaviors, and perceptions regarding alcohol, tobacco, and drug use, sexual health, weight, nutrition, and exercise, mental health and personal safety and violence.
- The DAAPP Committee will focus on prevention and education about prescription drug abuse, based on the number of student conduct findings and CARES Team referrals that are related to prescription drug abuse.
- All drug- and alcohol-related violations and referrals will be "tagged" in HU's Advocate software system that houses student conduct and CARES team cases to allow for more efficient and effective tracking of these cases.
- The DAAPP Committee will focus on securing an online training module for both students and employees concerning drug and alcohol abuse and prevention behaviors.
- The DAAPP Committee will focus on specific training concerning prevention and education with all Resident Life Employees, including

student Resident Advisors, so that AODs issues can be identified earlier and referred for proper intervention.

- The DAAPP Committee will explore grant funding sources to support its initiatives.
- The DAAPP Committee will Explore and establish automated electronic messaging to all new employees and students containing the AOD policy.
- The DAAPP Committee will work with Student Services to establish a Student Advisory Committee on AOD issues, including peer accountability.

B. Recommended Revisions to AOD Prevention Programs Based on Future AOD Goals

It is recommended that the following initiatives be included as revisions to HU's AOD Prevention Program:

- To more aggressively discuss and review the current Alcohol and Drug Policy with the campus community and update as needed.
- Improve education, training, and reporting procedures, especially with student residence advisors, to ensure that appropriate reports are made, and disciplinary sanctions are enforced.
- Remove option for verbal sanctions for students to legitimize the prohibited use of drugs or alcohol.
- Annually evaluate the enforcement of the disciplinary sanctions that are stated in the student handbook.
- Begin annual surveys of the campus community to evaluate knowledge of HU's AOD Policy, the effectiveness of the drug prevention program, and measure enforcement of the disciplinary sanction for both students and employees.
- Provide incoming freshmen an alcohol assessment and prevention programming as part of new student orientation.
- Provide new employees an alcohol assessment and prevention programming as part of the hiring process.
- Increase alcohol awareness, policy, and interviewing trainings to Resident Assistants.
- Implement an e-training program for new students and all employees on AOD issues, including HU's AOD policy.
- Improve communication among the HU community to provide accurate reporting and documentation of AOD infractions.
- Revise AOD policy consistent with the recommendations contained in this biennial report.

- Improve education and referral process to the HU CARES team concerning students who may be struggling with substance abuse related issues.
- Provide specific local resources for all campus locations.

C. Recommended Revisions to Current AOD Policy

- Clarify the AOD policy's applicability to the HU community at large (students and employees) consistently throughout the policy.
- Clarify the differing ranges and types of sanctions for both employees and students.
- Expand the AOD policy to include AOD resources for HU's Philadelphia location.
- Include references for employees of AOD assistance through EAP.
- Clarify the policy to accurately reflect HU's current notification process.
- Include provisions that require the posting of HU's biennial report on its public and internal websites.

D. Recommended Revisions to Current Notification Practices

- Develop an automated email system that notifies new HU employees and students of HU's AOD policy and resources for AOD issues.
- Employees:
 - The Office of Human Resources should serve as the program and prevention coordinator and has complete oversight of the Drug and Alcohol Abuse Prevention Program (DAAPP) for Employees. including, but not limited to, notifying employees of updates and coordination of program information, and counselling and support services.
 - The Office of Human Services will develop a DAAPP link on their SharePoint site to educate and inform employees of alcohol and drug prevention resources.
 - All employees will be provided the SharePoint link to the DAAPP program and policy at the beginning of each academic year.
 - New employees will receive a copy of DAAPP for Employees and policy at New Employee Orientation.
 - Adjunct and hourly employees will receive a copy of DAAPP for Employees and associated policy with new hire orientation and paperwork upon hire.
 - In addition to the annual notification, employees shall be offered written material including pamphlets and literature on drug and alcohol abuse. Such material will

be available at the Office of Human Resources, as well as online at its SharePoint site.

- o Employees shall be advised of the Employee Assistance Program (EAP) which supports employees with concerns about drug and alcohol use and abuse. The EAP shall provide workshops to educate employees about the risks of drugs and alcohol use and abuse and the legal and College penalties.

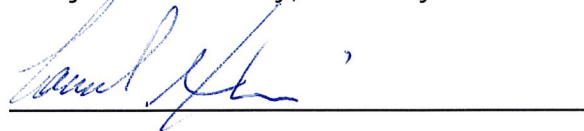
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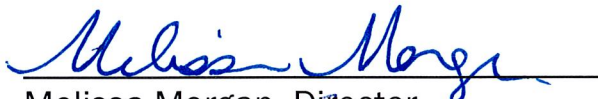
Jacqueline Conforti Barnett, Chair
General Counsel



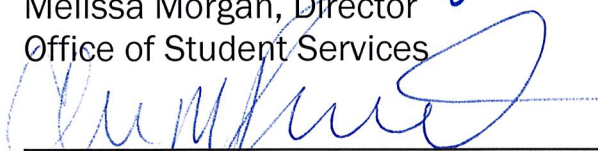
Benjamin Buckley, Security



Laurel Harris, HR Generalist
Office of Human Resources



Melissa Morgan, Director
Office of Student Services



Christine Proctor, Ph.D.
Faculty Representative

Date: 7/29/2019

ATTACHMENT A

HU'S CURRENT DRUG AND ALCOHOL PREVENTION AND EDUCATION POLICY

DRUG AND ALCOHOL-FREE WORKPLACE

Harrisburg University of Science and Technology is committed to maintaining a healthy work environment.

Statement on Drug-Free Schools and Campuses

In accordance with The Drug Free Schools and Campuses Act, and The Drug Free Schools and Communities Act, no institution of higher education shall be eligible to receive funds or any other form of financial assistance under any federal funded or guaranteed student loan program, unless it has adopted and has implemented a program to prevent the use of illicit drugs and abuse of alcohol by students and employees.

Policy

In order to achieve the policy and objective of providing a drug-free environment for all University students and employees, Harrisburg University of Science and Technology prohibits the unlawful manufacture, distribution, dispensation, or use of any controlled substance on its property or as part of any activities associated with the University. Further, the University prohibits any employee while on duty from consuming or being under the influence of alcoholic beverages or a controlled substance not prescribed for the employee by a health care provider.

Employees of Harrisburg University of Science and Technology are obligated to report (1) any violation of this policy that they observe; and (2) any conviction of a drug or alcohol related criminal offense, whether or not occurring in the workplace. Employees should report such information to the immediate supervisor for whom they work, who will bring the matter to the attention of the Office of Human Resources. Students and student employees should report violations to the Provost.

Sanctions

In order to insure fair and consistent treatment, the University will handle all cases which come to its attention within the guidelines of the applicable university policies and procedures, as well as the appropriate local, state, federal laws and regulations.

Sanctions will be imposed on students or employees who violate federal or state laws, or the University's Drug-Free Workplace Policy. Sanctions may include suspension or expulsion for students. Sanctions for employees may include disciplinary action up to and including termination. Students as well as employees may be referred to local law enforcement officials for prosecution when appropriate.

Support Systems and Resources

Harrisburg University of Science and Technology desires to assist employees who have a drug or alcohol-related problem.

Services are available through health insurance plans to assist staff and faculty who are experiencing problems with chemical dependency. Individuals can speak with their primary care physician or their health carrier's member services department to access those resources.

The Student Services Office provides referral services which can provide assistance to students with substance-abuse problems. These programs can provide students and employees with more information about the dangers of drug and alcohol abuse and make referrals to other services throughout the community.

DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

Purpose

This Drug and Alcohol Abuse Prevention Policy, like other standards of conduct applicable to the university community, is intended to further the educational mission of Harrisburg University. The University is committed to fostering an environment that promotes the acquisition of knowledge and nurtures the growth of the individual. Each member of our intellectual community is responsible for his or her own actions and is expected to contribute to the HU community and to respect the rights of others to participate in the academic and social life of the University. The following drug and alcohol policy, with its emphasis on individual and shared responsibility, healthy and informed decision-making, maintaining a caring environment, and the promotion of genuine dialogue, is adopted in this spirit.

Compliance

In order to comply with the law, the Drug Prevention Program must, at a minimum, include the following:

(a) The annual distribution in writing to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study, of

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of controlled substances and alcohol by students and employees on its property or as part of any of its activities;
2. A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of controlled substances and alcohol;
3. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
4. A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students;
5. A clear statement that the institution of higher education will impose disciplinary sanctions on students and employees (consistent with local, state and federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct required by paragraph (a)(1) of this section. For the purpose of this section, a disciplinary sanction may include the completion of an appropriate rehabilitation program.

(b) A biennial review of the program to:

1. Determine its effectiveness and implement changes to the program if they are needed; and
2. Ensure that the disciplinary sanctions described in paragraph (a)(5) of this section are consistently enforced.

Scope

This policy shall apply to all students and employees of Harrisburg University of Science and Technology.

Definitions

A “student” is any person taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study.

An “employee” is any person that is a member of the faculty, staff, or student receiving a salary, wages, other compensation and/or stipend support from Harrisburg University.

Policy

General Rules Governing the Use of Alcohol

Harrisburg University seeks to encourage and sustain an academic environment that respects individual freedom and promotes the health, safety and welfare of all members of its community. In keeping with these objectives, the University has established the following policy governing the possession, sale and consumption of alcoholic beverages by members of the university community and conforming to the laws of the Commonwealth of Pennsylvania. HU's alcohol policy is intended to encourage its members to make responsible decisions about the use of alcoholic beverages, and to promote safe, legal, and healthy patterns of social interaction.

1. Harrisburg University prohibits:

- The possession and/or consumption of alcoholic beverages by persons under the age of twenty-one on property owned or controlled by the University or as part of any university activity.
- The intentional and knowing sale of, or intentional and knowing furnishing (as defined by Pennsylvania law) of alcoholic beverages to persons under the age of twenty-one or to persons obviously inebriated on property owned or controlled by the University or as part of any university activity. Pennsylvania law currently defines "furnish" as "to supply, give, or provide to, or allow a minor to possess on premises or property owned or controlled by the person charged."
- The consumption of alcoholic beverages by all university students and employees so as to adversely affect academic or job performance and/or endanger the physical well-being of other persons and/or oneself, and/or which leads to damage of property.
- The possession, sale, distribution, promotion or consumption of an alcoholic beverage in a manner that constitutes a violation of federal, state or local law, including the sale, directly or indirectly, of any alcoholic beverages at a premise or by an entity not licensed for such sales on property owned or controlled by the University or as part of any university activity.

2. In cases of intoxication and/or alcohol poisoning, the primary concern is the health and safety of the individual(s) involved. An individual is strongly encouraged to call for medical assistance when needed or for a friend/acquaintance who is dangerously intoxicated. No student seeking medical treatment for an alcohol or other drug-related overdose will be subject to university discipline for the sole violation of using or possessing alcohol or drugs. This policy shall extend to another student seeking help for the intoxicated student.

3. The President, Vice Presidents, Associate Vice Presidents, Associate Provosts and heads of administrative areas have the authority and responsibility to govern the use of alcohol in areas they control and to ensure that (at events where alcohol will be served in such areas) only legal age individuals will have access to such alcohol. Further, those hosting such events must take reasonable steps to ensure that the acquisition, distribution and consumption of alcohol otherwise complies with applicable law and university policy.
4. At any event at which alcohol will be served, sufficient quantities of non-alcoholic beverages and food must also be available to guests without cost.
5. Consistent with Pennsylvania law, advertisements of social events shall not promote nor describe the availability of alcoholic beverages nor promote the consumption of alcohol by minors.
6. Ordinarily, consumption of alcoholic beverages in outdoor public areas such as walkways, unenclosed patios, green spaces, and the like is not permitted regardless of the age of the drinker. However, appropriate administrators may grant exceptions to this guideline on an event-by-event basis. Exceptions will be granted only for those events where an overwhelming majority of those reasonably expected to attend an event are of legal drinking age. Events for which exceptions have been granted must be limited to areas that are clearly demarcated and in which it is possible to exercise adequate control of access to and consumption of alcohol.

Legal Sanctions

Harrisburg University strives to promote the health and safety of its diverse population, protection of university property, prevention of abusive behavior related to drug and alcohol consumption, and the preservation of an environment conducive to scholarship and positive social interaction.

Therefore:

1. All university students and employees are expected to comply with applicable local, state and federal laws regarding the possession, use or sale of alcohol or drugs, whether on or off-campus, and are expected to comply with this policy regarding alcohol possession or use.
2. Any student or employee who violates university policy or applicable law may be subject to disciplinary sanctions and/or referral for prosecution. Disciplinary sanctions for students range from disciplinary warning to expulsion. The severity of the sanctions will depend, in part, on whether there have been repeated violations and on the seriousness of the misconduct. Employees found to be in violation of this policy or applicable law will be subject to university disciplinary procedures which may impose sanctions up to and including termination from employment

and/or referral for prosecution. The University also supports enforcement, by applicable law enforcement agencies, of all local, state and federal laws.

3. Along with disciplinary consequences, the university is committed to providing treatment and education as appropriate to assist members of the community.
4. Within thirty (30) days of a conviction on drug charges, appropriate action will be taken up to and including termination of employment or discharge from the University. The university may require satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state, or local health, law enforcement, or other appropriate agency.

In support of the policy on drug and alcohol abuse prevention, Harrisburg University:

1. Has a drug-free awareness program to inform its students and employees about the dangers of drugs and alcohol abuse, and has counseling, rehabilitation, and assistance programs available by referral to local resource organizations.
2. Will provide each student and employee with a copy of this policy annually and, from time to time, will publish this policy in appropriate publications.
3. Will notify each student employee and each university employee that as a condition of employment each must abide by the terms of this policy.
4. Will require any student or employee convicted of any criminal drug statute violation which has occurred on campus to provide his or her supervisor (in case of a student, the Director for Student Services) with written notification within five days of the conviction.
5. Will notify the appropriate federal agency within 10 days after receiving notice of criminal drug statute conviction.
6. Will impose sanctions on or require the satisfactory participation in a drug abuse assistance rehabilitation program by anyone so convicted.
7. Will make every good-faith effort to continue to maintain a drug and alcohol-free campus through implementation of this policy.

Possible Effects of Substance Abuse

<u>SUBSTANCE</u>	<u>POSSIBLE EFFECTS</u>
Alcohol	Toxic Psychosis, Neurological and Liver Damage, Fetal Alcohol Syndrome
Marijuana	Bronchitis, Conjunctivitis, Possible Birth Defects
Amphetamines	Loss of Appetite, Delusions, Hallucinations, Toxic Psychosis
Nonprescription Stimulants	Hypertension, Stroke, Heart Problems
Cocaine	Loss of Appetite, Depression, Convulsions, Nasal Passage Injury, Heart Attack, Stroke, Seizure
Cocaine Free Base	Weight Loss, Depression, Hypertension, Hallucinations, Psychosis, Chronic Cough
Barbiturates	Severe Withdrawal Symptoms, Possible Convulsions, Toxic Psychosis
Methaqualone	Coma, Convulsions
Heroin	Addiction, Constipation, Loss of Appetite
Analogs of Synthetic Narcotics	Addiction, MPTP Induced, Parkinsonism
Morphine	Addiction, Constipation, Loss of Appetite
Codeine	Addiction, Constipation, Loss of Appetite
Oxycodone	Addiction, Constipation, Loss of Appetite
Meperidine	Addiction, Constipation, Loss of Appetite
Methadone	Addiction, Constipation, Loss of Appetite
Inhalants	Impaired Perception, Coordination, Judgment, Toxicity from Solvent, Impurities
Nitrous Oxide	Kidney or Liver Damage, Peripheral Neuropathy, Spontaneous Abortion
LSD	May Intensify Existing Psychosis, Panic Reactions
Mescaline	Milder than LSD
MDA, MDE, MDMA, MMDA	Neurotoxin
Psilocybin	Milder than LSD
PCP	Psychotic Behavior, Violent Acts, Psychosis
Tobacco	Loss of Appetite, Addictive, Lung Cancer, Effects on Fetus

Physical Signs of Drug Abuse

<u>SUBSTANCE *</u>	<u>PHYSICAL SIGNS OF USE / ASSOCIATED PARAPHERNALIA **</u>	<u>BEHAVIORAL SIGNS OF USE **</u>
Anabolic Steroids	Enlargement of muscle masses, weight gain, fluid retention, high blood pressure, atherosclerosis, increased plasma lipids, shrunken testes, liver disease, stroke, heart attack, death. Needles, syringes.	Stimulation, aggressive behavior, increased energy.
Cannabis Marijuana, hashish, (pot, dope, reefer, sinsemilla)	Bloodshot eyes, persistent cough or respiratory infection, increased appetite. Strong odor of burning rope or plant material, rolling papers, pipes, "roach clips", water pipers. Eye drops for clearing up bloodshot eyes.	Impaired concentration and short-term memory, uncontrollable laughter, apathy, sleepiness despite adequate rest.
Stimulants Amphetamines (speed, white cross, black beauties)	Dilated pupils, rapid breathing, decrease in appetite, weight loss, excessive talking, insomnia, hyperactivity.	Inexplicable mood swings (elation to depression), nervousness, auditory hallucinations and paranoid thinking after heavy use.
Cocaine (coke, toot, blow, nose, crack)	Nasal irritation, running or bleeding nose, dilated pupils, rapid respiration, hyperactivity. Razor blades, small mirrors, straws, screens for pulverizing cocaine crystals.	Rapid mood swings (elation to depression and back to elation within one hour), lack of money due to high cost of drug.
Depressants Alcohol Sedative- Hypnotics/ tranquilizers	Slurred speech, lack of coordination, shallow and slow breathing.	"Drunken" behavior, possibly including aggressiveness and belligerence, frequent auto accidents or other physical mishaps.
Narcotics Opiates and other prescription painkillers, heroin, dilaudid, percodan	Pinpoint pupils, shallow and slow breathing, sleepiness, needles, syringes and eye droppers if drug is administered by injection.	Euphoria, dreamy behavior.
Hallucinogens LSD and related substances (acid, blotter, window pane, microdot)	Dilated pupils, small squares of plastic or paper with imprinted designs, tattoos, small colored tablets.	Hallucinations, confusion, disorientation, panic reactions, inappropriate laughing or crying.

Phencyclidine (PCP) (angel dust)	Increased blood pressure, lack of coordination, loss of sensitivity to pain, imprecise eye movements.	Withdrawal, confusion, disorientation, bizarre behavior, aggressiveness, hyperactivity alternation with stupor.
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Inhalants	Nasal irritation, rapid or erratic pulse, lack of coordination, headache, rags saturated with substance in question. Plastic bags, possession of containers of solvents for no apparent reason.	Confusion, "drunken" behavior, hallucinations, aggressiveness, hyperactivity.
Airplane model glue, toluene, gasoline and other petroleum products, deodorants and other aerosols, typewriter fluid		

* Many substances listed are available only in adulterated form through illegal channels. Up to 70% of drugs used by substance abusers are misrepresented in some way. Example: drugs sold as "speed" are represented as amphetamines, but often contain caffeine, phenylpropanolamine (PPA) or ephedrine.

** Although these symptoms may be indicative of drug use, many of the physical and behavioral signs can be associated with physical or mental illness, adolescence or the aging process. Be careful and thorough in investigating drug abuse. Get professional help.

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance

- 1st conviction
Up to 1-year imprisonment and fined at least \$1,000 but not more than \$100,000 or both.
- After one prior drug conviction
At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.
- After 2 or more prior drug convictions
At least 90 days in prison, not to exceed three years and fined at least \$5,000 but not more than \$250,000 or both.
- Special sentencing provisions for possession of crack cocaine

Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

- a. 1st conviction and the amount of crack possessed exceeds 5 grams
- b. 2nd crack conviction and the amount of crack possessed exceeds 3 grams
- c. 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one-year imprisonment.

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

Denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

Ineligible to receive or purchase a firearm.

Revocation of certain federal licenses and benefits; e.g. pilot license, public housing tenancy, etc.

Symptoms and Progression of Alcoholism

It is estimated that for every ten people who drink alcohol, one will become an alcoholic. Studies also show that for every person suffering from alcoholism, there are at least four other people, including spouses, children, and parents, who are seriously affected by that alcoholism. If you consider that it typically takes an individual suffering from alcoholism seven to ten years to recognize the problem (if it is recognized at all) and to seek help, you can begin to understand the profound influence alcohol abuse has on our society, the family, and the health of our nation. Why does it take so long? Why is alcoholism so difficult to recognize?

Denial is one of the primary symptoms of alcoholism, making the individual and oftentimes the family incapable of recognizing the problem and seeking appropriate treatment. Ignorance is another important factor. Alcoholism is one of the most misunderstood and misdiagnosed diseases. How do we recognize alcoholism, particularly in its early stages? One of the most useful definitions of alcoholism is: If drinking is creating problems, it is one.

Alcoholism is a chronic, progressive disease with predictable, identifiable symptoms which, if not treated, can be fatal. Here is a list of some primary symptoms of alcoholism, placed

in the order in which they generally occur. One need not be experiencing all of these symptoms or in the order listed to be suffering from alcoholism.

Increase in Tolerance	Being able to out-drink your peers is not something to be proud of, but to be concerned about.
Preoccupation	Looking forward to drinking after work or on the weekend. Planning your social activities around drinking alcohol.
Blackouts	Occasional memory lapses while drinking or an alcohol-induced state of amnesia.
Sneaking Drinks, Gulping Drinks	
Loss of Control	Unplanned drinking episodes or inability to realistically predict what will happen once you start drinking the first drink.
Alibis	Having to explain why you drank or make excuses for your drinking.
Change in Drinking Patterns Attempts to Control Promises Resolutions Repeatedly Fail Family Problems, Financial Problems,	
Going on the Wagon	Some people quit drinking for a period of time to attempt to control their drinking or prove to themselves that they are not physically addicted to alcohol, failing to realize that one need not quit every day in order to have a drinking problem.
Increasing Blackouts	
Geographic Escape	Changing jobs, moving to a different city or state to get a "new start."
Impaired Thinking, Loss of Decrease in Tolerance, Drinking Morning	
Physical Deterioration	Liver, heart, stomach, brain damage.
Indefinable Fears	
Abandonment	"I don't care."

State Penalties and Sanctions for Unlawful Use of Alcohol

The Commonwealth of Pennsylvania prohibits the service or consumption of alcohol to persons under 21 years of age.

All persons while in the Commonwealth of Pennsylvania are subject to the Pennsylvania Liquor and Penal Codes. They are as follows:

ACTIVITY

PENALTY

Misrepresentation of age to secure any alcohol, liquor, malt, or brewed beverage	Fine not to exceed \$500 and suspension of operating license
Individual less than twenty-one years of age who purchases, consumes, possesses, or transports any alcohol, liquor, malt, or brewed beverage.	Fine not to exceed \$500 and suspension of operating license
Misrepresenting to liquor dealers or others that another party who is a minor is of age.	Fine not less than \$300
Inducement of minors to buy alcohol, liquor, malt, or brewed beverages.	Fine not less than \$300
Selling or furnishing alcohol, liquor, malt, or brewed beverages to minors.	First violation fine not less than \$1,000, subsequent violation fine not less than \$2,500
Carrying a false ID card.	First offense is a summary offense and results in restriction of operating privileges; subsequent offense results in restriction of operating privileges and fine of \$300

The law provides for the restriction of operating a motor vehicle privilege (loss of driver's license). This penalty is applied in an escalating manner in each subsequent offense as outlined here.

FIRST OFFENSE

Loss of motor vehicle operating privileges for a period of 90 days from the date of suspension.

SECOND OFFENSE

Loss of motor vehicle operating privileges for a period of one year from the date of suspension.

THIRD AND SUBSEQUENT OFFENSE

Loss of motor vehicle operating privileges for a period of two years from the date of suspension.

Non-drivers shall be unable to secure an operator's license for the time periods related to the number of offenses.

DRUG & ALCOHOL COUNSELING, TREATMENT, REHABILITATION PROGRAMS:	
AREA RESOURCES	
Alcoholics Anonymous www.aa.org 717-234-5390	Al-Anon (Family Members) 1-800-339-9006
Contact Helpline www.contacthelpline.org 717-652-4400	Dauphin County Department of Drug & Alcohol Services www.dauphincounty.org 717-635-2254
Narcotics Anonymous 717-233-3733	STUDENTS ONLY Howard Rosen Hempfield Counseling Associates 717-866-829-1154 HowardSRosen@msn.com

Adopted: January 2006; Revised: January 2008; Updated: January 2011; Biennial Review: January 2013

HU is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at HU are based on business needs, job requirements, and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws or regulations in the locations where HU operates. HU will not tolerate discrimination or harassment based on any of these characteristics.

A copy of HU's Annual Security Report that contains current historical data of campus security and safety, as well as safety and security resources, is available at: <http://harrisburgu.edu/lib/pdf/annual-security-report-clery-report.pdf>. You may also request a paper copy of this report by contacting HU's Office of Human Resources, HU's Office of Student Services, or HU's Office of General Counsel.