

**EXECUTIVE SUMMARY**  
**of the**  
**AOD PROGRAM AND**  
**EXISTING ALCOHOL ABUSE AND DRUG USE POLICIES**  
**TEXAS A&M UNIVERSITY-KINGSVILLE**

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**Interim Director of Student Health and Wellness**

## SUMMARY BIENNIAL REVIEW

In compliance with the Drug-Free Schools and Campuses Regulations [EDGAR Part 86] of the Drug Free Schools and Communications Act (DFSCA), in June and August 2012, the Biennial review committee met to assess the effectiveness of Texas A&M University-Kingsville’s Alcohol and Other Drug (AOD) program and policies within the academic years of September 1, 2010 – August 31, 2011 and September 1, 2011 – August 31, 2012. This summary outlines the procedures used in completing this assignment, findings, recommendations, and appendixes of existing policies/reports.

### Biennial Review Committee

COMMITTEE MEMBER	DEPARTMENT	TITLE
Jo Elda Castillo-Alaniz	Student Health & Wellness	Interim Director
Kirsten Compary	Dean of Students Office	Dean of Students
Antonia Alvarez	Dean of Students Office	Associate Dean of Students
Erin Mc Clure	Student Activities	Interim Director
Tom Martin	University Housing and Residence Life	Director
Gina Smith	University Housing and Residence Life	Associate Director
Leon Bazar	Human Resources & Payroll	Executive Director
Debbie Wilson	Human Resources	Assistant Director
Charles Espinosa	Campus Recreation and Fitness	Director
Chief Felipe Garza	University Police Department	Director
Lt. Hiram Perez	University Police Department	Lieutenant
Marques Dantzler	Athletics	Assistant Athletic Director for Compliance
Dr. Shane Creel	Risk Management	Director
Dr. John Burnett	Office of Compliance	Director
Bill Saenz	Financial Aid Office	Associate Director

## PROCEDURES

As a guideline, the Biennial Review committee referred to the manual “Complying with the Drug-Free Schools and Campuses Regulations [EDGAR Part 86] – A Guide for University and College Administrators (Revised by Beth DeRicco, Ph.D., CPP-R). To conduct a comprehensive measure of Texas A&M–Kingsville’s AOD program, the committee completed Appendix 2 Part 86 Compliance checklist and Appendix 6 Supplemental Checklist for EDGAR Part 86. The committee’s response to the checklists can be seen within this report.

In addition, the committee examined the university’s existing policies 34.02.01K1 Alcohol and Illegal Substance Abuse (approved in April 22, 2004 & revised June 2011) and 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs (policies of TAMU System - July 14, 2000).

## AOD PROGRAM ELEMENTS, GOALS, AND ACHIEVEMENTS

Texas A&M University-Kingsville educates students, faculty, and staff on the use and misuse of alcohol and other drugs, policies, and sanctions via a comprehensive institution-wide program and events sponsored by university departments and a Peer Educator Program (student organization) which includes the Dean of Students Office, University Housing & Residence Life, Athletics, Student Health & Wellness, Student Activities/Union, University Police Department, Campus Recreation and Fitness, Human Resources, and PEP Talk (Peer Educator Program).

The mission of the Department of Student Health and Wellness (SHW) is to raise students’ awareness on physical, emotional, social, spiritual, intellectual, and occupational dimensions to produce life changing results. SHW is a multi-faceted department that focuses on protecting and advancing the mental and physical well-being of students. SHW serves as the vehicle that coordinates the university’s AOD program’s goals, assessments, and elements.

### I. AOD PROGRAM GOALS

#### **Excerpts of the Annual AOD and Wellness Institutional Effectiveness Reports – Student Health and Wellness Department**

*A complete Annual AOD and Wellness IEP Reports for 2010-2011 & 2011-2012 can be found at the Student Health and Wellness Department.*

## AOD Program

**GOAL 1:** To establish a mechanism promoting change in the campus drinking culture from one characterized by dangerous consumption to one that empowers students to make responsible choices about alcohol and drug usage in order to ensure academic success and healthy lifestyles.

2010-2011 AY	Assessment Measurement	Assessment Result
<p><b>Objective 1.1 Implement an environmental management approach to alcohol and other drug prevention.</b></p>	<p><b>1.1.1.</b> In collaboration with other university departments, five alcohol free socials, extracurricular activities, and public service options/events will be implemented by April 2011.</p> <p><b>1.1.2.</b> Implement an AOD social normative marketing campaign per academic semester.</p>	<p><b>1.1.1.</b> By April 2011, two alcohol-free social/events were conducted.</p> <p><b>1.1.2. Only</b> one AOD email flyer was disseminated in the Fall 2010 semester.</p>
<p><b>Objective 1.3 Educate the university and local community about the physiological, social, and environmental consequences of alcohol and drug use.</b></p>	<p><b>1.3.1.</b> By May 2012, Greek/Athletic Communities will indicate a 65% increase of knowledge via participation at a campus-wide event and/or presentation</p>	<p><b>1.3.1</b> In Fall 2010, over 60% of the Greek/Athletic communities indicated an increase in knowledge through participation at the “Designate Your Tailgate-Non-Alcoholic Event”.</p>

<p><b>Objective 1.4 Maintain a mechanism for assessing student behaviors and perceptions.</b></p>	<p><b>1.5.1.</b> Implement the CORE and/or ACHA/NCHA survey within the academic year.</p>	<p><b>1.5.1.</b> In the academic year 2010-2011, the NCHA II study established successful benchmarks in the area of alcohol and/or drug issues surrounding the Freshman class and the general population.</p>
<p><b>Objective 1.5 Maintain the compliance requirements of the Drug-Free Schools and Campuses Regulations (EDGAR Part 86).</b></p>	<p><b>1.6.1.</b> Complete the Biennial Review report by December 2010.</p>	<p><b>1.6.1.</b> Biennial Review was completed in December 2010 and the executive summary outlined 4 recommendations.</p>
<p><b>2011-2012 AY</b></p>	<p><b>Assessment Measurement</b></p>	<p><b>Assessment Result</b></p>
<p><b>Objective 1.1 Implement an environmental management approach to alcohol and other drug prevention.</b></p>	<p><b>1.1.2.</b> In collaboration with other university departments, three alcohol free socials, extracurricular activities, and public service options/events will be implemented by April 2012.</p> <p><b>1.1.2.</b> Implement an AOD social normative marketing campaign per academic semester.</p>	<p><b>1.1.1</b> Two alcohol-free socials were implemented.</p> <p><b>1.1.2.</b> Assessment measure was not met.</p>
<p><b>Objective 1.3 Educate the university and local community about the physiological, social, and environmental consequences of alcohol and drug use.</b></p>	<p><b>1.3.1.</b> By May 2012, Greek/Athletic Communities will indicate a 65% increase of knowledge via participation at a campus-wide event and/or presentation</p>	<p><b>1.3.1</b> Assessment measure was not met.</p>

<p><b>Objective 1.5 Maintain a mechanism for assessing student behaviors and perceptions.</b></p>	<p><b>1.5.1.</b> Implement the CORE and/or ACHA/NCHA survey within the academic year</p>	<p><b>1.5.1.</b> Assessment Measurement was partially met. In Fall 2011, Student Health &amp; Wellness submitted an amendment with the NCHA II study's IRB to pursue web-based survey; however, with personnel changes the execution of the study did not ensue.</p>
<p><b>Objective 1.6 Maintain the compliance requirements of the Drug-Free Schools and Campuses Regulations (EDGAR Part 86).</b></p>	<p><b>1.6.1.</b> By July 2012, a faculty/staff focus group will be conducted to evaluate the AOD program elements. <b>1.6.2.</b> By April 2012, a student focus group will be conducted to evaluate the AOD program elements.</p>	<p><b>1.6.1 &amp; 1.6.2</b> Assessment Measurement not met.</p>

**NOTE:** Due to university wide retirements, voluntary separations, & personnel changes during fiscal year 2011, Student Health & Wellness experienced a shortfall in the execution of the 2011-2012 AOD objectives and assessment measures.

## WELLNESS Program

<p><b>Objective (Learner Outcome) 1.3 Through education and prevention programs, students will increase knowledge of alcohol, tobacco, and other drug use and abuse, sexually transmitted infections and other social issues.</b></p>		
<p><b>2010-2011 AY</b></p>	<p><b>Assessment Measurement</b> Of the students surveyed, 75% will rate the activity as increasing their knowledge in the topic area presented.</p>	<p><b>Assessment Result</b> 50% of the students increased their knowledge in the topic area presented.</p>
<p><b>2011-2012 AY</b></p>	<p><b>Assessment Measurement</b> Of the students surveyed, 75% will rate the activity as increasing their knowledge in the topic area presented.</p>	<p><b>Assessment Result</b> 70% of the respondents rated the activity as increasing their knowledge in the topic area.</p>

In 2011-2012, *Three Health & Wellness programs were evaluated to gauge students' knowledge acquisition. The following are the results from the programs:*

- The **Health Expo (Fun in the Sun)** event had over 500 students in attendance. 9% of the students completed a survey and the following interesting data was collected: (1) 48% indicated the event increased their knowledge of health & wellness (2) 95% of the students indicated that they would attend the event again.
- The 5<sup>th</sup> annual **OkSOBERfest** (Halloween celebration) event had over 150 students in attendance. Twenty-five percent of the students completed a survey and the following data was collected: (1) 88% of the respondents were able to list two facts learned about Sexually Transmitted Diseases and alcohol/safety while attending the event (2) 51% of the respondents were female (3) 81% of the respondents lived in the Residence Halls (4) Freshman and Sophomores was the highest classification acknowledged by the respondents.
- **Tropical Temptations Spring Safe Break Fair 2012** was the program that demonstrated increasing knowledge in the topic area. Out of the 228 participants, 146 (65%) participants completed a survey during the event. The following are some interesting survey findings:
  - 70% learned “a great deal” about alcohol’s effect on eye coordination and balance.
  - 66% learned “a great deal” about laws and penalties regarding underage drinking.
  - 69% learned “a great deal” about road safety tips
  - 62% learned “a great deal” about sexual responsibility and personal safety
  - 97% of the respondents stated they would attend the event again
  - 61% of the respondents were female

- 70% of the respondents live in the residence halls.

## II. AOD ACHIEVEMENTS AND ASSESSMENT

*Significant Accomplishments/Achievements/Outcomes for Academic Year 2010-2011 & 2011-2012*

- During the 2010-2011 academic year, the National College Health Assessment II study was conducted with a total of 1,491 students (Fall 2010: 976 freshman and Spring 2011: 515 general population).
- CAS Audits preliminary reports for the Health Care Clinic, Counseling, and AOD/Wellness Programs were established based on the CAS audits findings in December 2010.

### ASSESSMENT

*ACHA - National College Health Assessment (NCHA) II Study 2010-2011*

STUDY'S GOAL PER SEMESTER		
	TARGET POPULATION	ACTUAL
FALL 2010	1000 Freshman	976
SPRING 2011	800 General Population	515

In the Fall 2010 semester, the NCHA II study had 32 freshman seminar classes participate with a total of 976 students completing the survey. In the Spring 2011 semester, 24 random academic classes participated in the NCHA II study with a total of 515 students. The table above reflects that the NCHA II Study accomplished its goal of establishing successful benchmark results by reaching its target population numbers. Excerpts of the study's data can be seen in Appendix A which outlines Fall 2010 and Spring 2011 findings.

*CAS (Council for the Advancement of Standards in Higher Education) program review - ATOD*

In Fall 2010, the Alcohol, Tobacco, and Other Drug Program (ATOD)/Wellness, a unit within the department of Student Health & Wellness (SHW) at Texas A&M University-Kingsville, completed a CAS (Council for the Advancement of Standards in Higher Education) program review. The CAS Self-Assessment Guide (SAG) for ATOD (adopted June 2009) was utilized as the framework for the review. A team of five university professionals assessed available documentation, rated the criterion measures individually, and established a collective consensus on the program's performance on the standards. In order to effectively measure the SAG fourteen parts, the team reviewed quantitative and qualitative documentation which include the following:



- **Institutional Effectiveness Annual Reports** (Student Health & Wellness, ATOD, and Wellness Programs)
- **Promotional Materials** (Flyers, PowerPoint's, Texas A&M University–Kingsville Student Handbook and Undergraduate Catalog)
- **Administrative Information** (Position Descriptions, Resumes, Credentials, SHW's Organization Chart; Evaluation Process/SMART Goals)
- **Budgetary Summaries** (Student Services Fee Proposals)
- **Staff and Student Activities** (SHW Calendars, Peer Educator Program (PEP Talk) Handbook, Wellness Staff Training/Workshops, SHW Student Worker Handbook, SHW Student Worker Training Agenda, )
- **Research & Evaluation** (CAS ATOD/Wellness 2006 Audit Executive Summary, ACHA/NCHA – National College Health Assessment II Study, CORE Alcohol Drug Survey 2006 Executive Summary, and SHW Events Survey Data Results).

A preliminary report can be seen in Appendix B of this executive summary report.

### III. AOD PROGRAM ELEMENTS

#### A. Peer Educator Program (PEP Talk)

PEP Talk (Peer Educator Program) is a recognized university student organization that operates on campus and in the community to promote and encourage students to choose a healthy and positive lifestyle. Each year about twenty students are recruited and trained to conduct educational programs/events on alcohol awareness, sexually transmitted disease, and other health related topics. Annual activities include: New Student Welcome Week, Javelina Health-Fest, National Collegiate Alcohol Awareness Week, National Drunk and Drugged Driving Prevention (3D) Month, Sexual Responsibility Week, Tropical Temptations Safe Spring Break Fair, OkSOBERfest, Fun in the Sun/Health Expo and Relay for Life. Student Health and Wellness serves as the Peer Educator program's advisor(s).

#### *PEP Talk's Accomplishments 2010-2011 AY and 2011-2012 AY*

- Fall 2011, PEP Talk implemented “*STEP UP JAVELINAS*” bystander intervention program that educates students how to intervene in high risk situations such as alcohol abuse, hazing, sexual harassment, relationship abuse, and much more.
- At the BACCHUS Network Area 6 Regional 2011 Conference, Sara Munoz was awarded “Outstanding Peer Educator” for area 6 which represents Oklahoma, Arkansas, Louisiana, New Mexico, Texas, and Mexico. [A total

*of three PEP Talk officers have received this honor in 2006, 2009, and 2011.]*

- At A&M- Kingsville’s annual Student Leadership Recognition Awards ceremony, PEP Talk was awarded “Outstanding Student Organization” for 2010-2011. In addition, PEP Talk also was awarded the “Outstanding Community Service Project/Program” in 2011. *[PEP Talk has received the Outstanding Student Organization honor four times in 2006, 2007, 2008 and 2011.]*
- In the Spring 2011, PEP Talk conducted two presentations at University of Texas – Tyler’s BACCHUS Network Region 6 conference. In addition, Spring 2012, Eight PEP Talk members attended the BACCHUS Network Area 6 Conference at Tulane University conducting one presentation at the conference.
- At A&M- Kingsville’s 2012 Annual Student Leadership Recognition Awards ceremony, PEP Talk was awarded “Program of the Year; Outstanding Collaborative Effort; & Impact Award”.

## **B. Campus-Wide Prevention and Alcohol-Free Options**

### **STUDENT ACTIVITIES**

The Office of Student Activities (OSA) coordinates programming for student life and the campus community. OSA serves as the resource hub for all student organizations, provides specialized leadership programs and full-time support to Greek life and Campus Activities Board

#### **Student Organizations:**

In September 2010 & 2011, Student Activities sponsored the annual Student Leadership Conference that disseminates information on the student organizations’ “Social Event Policy” depicting procedures in sponsoring a social event with alcohol. Two members from each of the 100 registered organizations are required to attend the conference. These individuals are trained on the university’s Alcohol and Other Drug Policy and other risk management issues. As per the State of Texas mandated “Risk Management Training”, the student organizations are then required to share this information with their respective organization and submit a roster of member’s attendance to the Student Activities Office or via online Student Organization Management System (CollegiateLink). The student leaders can access the “Risk Management” power point and information on Social Event Notification BYOB policy via the following web link: <http://www.tamuk.edu/studentorganizations/forms.html>

**Greeks:**

Greek Life at Texas A&M University-Kingsville offers students fellowship, academic support, leadership training, participation in campus activities, service learning opportunities, and transferable skills for future careers.

Student Activities oversees the Greek Life leadership and risk management training. The following are mechanisms that the department has implemented to ensure positive outcomes for the Greek Community:

- 2011-2012, the Greek Life Coordinator implemented Greek advisors meetings to address student organization policies and procedures, social events notification, and other risk management regulations each semester. Both meetings had 90% of the Greek advisors in attendances.
- During the academic years of 2010 -2011 and 2011-2012, all Greek Chapters sent two members to the mandatory Student Leadership conference and received the state mandated risk management training. In compliance with the state mandate, each Greek Chapter submitted record of risk management training with their respective chapter.
- During formal recruitments and Greek Week activities, the Greek Chapters have maintained the compliance of sponsoring non-alcoholic events. Over 90% of the Greek Chapters have participated in Greek Week events which reaffirms healthy programing.
- In Spring 2012, the Division of Student Affairs sponsored 22 Greek members from the 11 Greek Chapters to attend the Association of Fraternal Leadership and Values (AFLV) conference in St. Louis, Missouri. This conference enhanced the Greek Chapters' leadership, recruitment, retention efforts for their respective community.

**MEMORIAL STUDENT UNION BUILDING**

The Department of the Memorial Student Union (MSUB) operates in a partnership with students, faculty, and staff to provide a community center for Texas A & M University-Kingsville through educational programs, services, conveniences, and amenities needed in daily campus life. MSUB values: An atmosphere which supports creativity, change, strategic thinking, empowerment, and cooperation; Sensitivity to the changing

needs of the University community and a willingness to change to meet those needs; and Service to our customers with a caring attitude.

In the evening, MSUB provides students with a safe place to gather while enjoying amenities such as a Game Room; Starbucks Coffee Shop; and other dining services. In addition, the MSUB provides annual healthy option programming events such as World Series & Super bowl parties; Paper View Boxing Fights; and a Halloween social.

Student Activities/MSUB has financially collaborated with Student Health & Wellness and PEP Talk to sponsor annual alcohol awareness programs/events.

### **ATHLETICS**

In compliance with NCAA policies, a random drug screening test is conducted of student athletes. Athletes who fail the drug screening are required to attend CAP (Chemical Awareness Program) sessions with the university's Counseling Services.

Athletics sponsors annual mandatory workshops on alcohol and sexual responsibility with their athletes. In addition, the Athletic department has required their athletes to participate in the alcohol awareness events sponsored by the Peer Educator Program (PEP Talk) & Student Health and Wellness. Athletes have actively participated in the following events: Tropical Temptations Safe Spring Break Fair; Designate Your Tailgate; and OkSOBERfest.

### **UNIVERSITY HOUSING & RESIDENCE LIFE**

University Housing and Residence Life distribute a "Residence Life Guidebook" to all residents. This guidebook addresses procedures regarding the usage and possession of illegal drugs and alcohol as residents. The online version of the "Residence Life Guidebook" can be found at the web link: <http://www.tamuk.edu/housing/>. Residents in violation of Alcohol Policy may view possible sanctions in the Student Handbook.

Residence Life establishes the following components to minimize the impact of high risk drinking and drug usage among the resident community:

- Within the first week of the semester, Residence Life sponsors a mandatory hall wing meeting that discusses information in the Guidebook i.e., housing rules, community living standards, and university policies including the Alcohol Policy.

- University Housing and Residence Life conducts monthly health/safety inspections during the academic year. The department inspects the residence's room to determine possible damages and/or violation of prohibitive items.
- Residence Life also sponsors in-house presentations on alcohol related topics and allocates funding resources to sponsor university-wide speakers and alcohol awareness programs/events. Residence Life staff sponsor a wide variety of social and educational activities during the year. All Residence Life-sponsored programs/activities are alcohol-free.
- The Director and Associate Director of University Housing & Residence Life meet weekly with the Dean of Students; UPD; and Student Health & Wellness to discuss cases that involve the misuse of alcohol & other drugs among the resident hall students.

### **CAMPUS RECREATION & FITNESS**

Campus Recreation and Fitness is committed to enhancing the classroom education by offering a fun and healthy environment in which students can develop the leadership, social, and interpersonal skills they will need throughout their years at the University and after graduation. The department offers open recreation, intramural sports. By providing late night and week-end hours of operation, the Student Rec Center (SRC) offers students an opportunity to re-energize and de-stress in a healthy & safe matter. The Student Recreation Center is a 33,000 sq. ft. state-of-the-art \$10 million facility which opened in March 2010. It includes a 6,500 sq. ft. cardio weight room with over \$350,000 of equipment, two multi-purpose gymnasiums, indoor jogging track, and an outdoor basketball court. The department offers an array of fitness/group x classes, equipment check out and personal training services.

### **UNIVERSITY POLICE DEPARTMENT**

The Texas A & M University-Kingsville University Police Department (UPD) is dedicated to providing excellent customer service and protection to the campus community. UPD strives to maintain a safe learning and working environment for everyone on campus. Additionally, the University Police Department is committed to educating the campus community on personal protection and crime awareness.

UPD has conducted the following Annual Educational Outreach Programing with the University as well as the Kingsville community:

- Residence Hall educational workshops that include but not limited to the following topics: self-defense; underage drinking; drinking & driving.
- UPD provides training to Resident Advisors on drug & alcohol awareness; how to handle drunken students; methods on breaking up a party; signs of acute alcohol poisoning.
- During the annual Tropical Temptations Safe Spring Break Fair, UPD conducts DW-EYES awareness driving program while utilizing impaired vision goggles. DWI & DUI information is also discussed during this event.
- During the Hoggie Days Orientation Program, UPD conducts a presentation to new students and parents regarding the university policies on alcohol & drug usage/consequences.
- UPD discusses general safety and drug/alcohol awareness to some university summer programs.
- National Night Out event is sponsored with the Kingsville community and UPD provides drug/alcohol awareness information and fingerprinting service.

#### **OFFICE OF STUDENT FINANCIAL AID**

The Free Application for Federal Student Aid (FAFSA) includes a drug 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 this question. The Scholarships and Financial Aid Office is notified if a student admits to a conviction. The office then must determine if the conviction affects the student's eligibility. No financial aid can be processed until the office receives confirmation from the Department of Education that the student is eligible for aid. The Department of Education requires any student convicted to complete a qualified drug rehabilitation program, which must include two unannounced drug tests.

#### ***Program Participation Agreement***

As part of the Department's Program Participation Agreement (PPA), Texas A&M University-Kingsville must make a certification statement, which is signed by the President of Texas A&M University-Kingsville. Under the PPA, if an employee is found to have a drug or alcohol related issue, Texas A&M University-Kingsville must have programs and

procedures in place to assist that employee. The Employee Assistance Program satisfies the employee portion of the PPA. The PPA must be completed and renewed every five years as part of maintaining eligibility for administering financial aid programs.

### *Texas Programs*

A student is not eligible to receive funds from the State of Texas if he/she has been convicted of an offense involving controlled substances. A signed Statement of Student Eligibility must be submitted to the Office of Student Financial Aid at Texas A&M University-Kingsville to establish eligibility to receive state funds.

### Alcohol-Free Options

2010-2011 AY	2011-2012 AY
<b>Friday Movie Night</b> Aug 2010 - May 2011 <b>Attendance:</b> 75 average (CAB)	<b>Friday Movie Night</b> Aug 2011 - May 2012 <b>Attendance:</b> 75 average (CAB)
<b>Welcome Week – Activities</b> August 2010 <b>Attendance:</b> 1000	<b>Welcome Week – Activities</b> August 2011 <b>Attendance:</b> 1000
<b>Homecoming Activities</b> Oct. 11-16, 2010 <b>Attendance:</b> 2500 all events (Student Activities/Union, CAB, SGA)	<b>Homecoming Activities</b> Oct. 17-22, 2011 <b>Attendance:</b> 3000 all events (Student Activities/Union, CAB, SGA)
<b>OkSOBERfest</b> Oct. 29, 2010 <b>Attendance:</b> 150 students (PEP Talk, SHW, Residence Life, Student Activities, DOS)	<b>OkSOBERfest</b> Oct. 31, 2011 <b>Attendance:</b> 180 students (PEP Talk, SHW, Residence Life, Student Activities, DOS)
<b>Tropical Temptations Safe Spring Break Fair</b> Mar 10, 2010 <b>Attendance:</b> 300 students (PEP Talk, Student Health & Wellness, Residence Life, Dean of Students, Special Programs, Athletics, UPD, Student Activities/Union)	<b>Tropical Temptations Safe Spring Break Fair</b> Mar 9, 2011 <b>Attendance:</b> 250 students (PEP Talk, Student Health & Wellness, Residence Life, Dean of Students, Special Programs, Athletics, UPD, Student Activities/Union)
<b>Spring Fling</b> March 2011 <b>Attendance:</b> 500 (Student Activities/Union & CAB)	<b>Spring Fling</b> March, 2012 <b>Attendance:</b> 700 (Student Activities/Union & CAB)
<b>Fun in the Sun/Health Expo</b> April, 2011	<b>Fun in the Sun/Health Expo</b> April 2012



<b>Attendance:</b> 500 students (Student Health & Wellness and Residence Life)	<b>Attendance:</b> 600 students (Student Health & Wellness and Residence Life)
<b>Monthly CAB Performers</b>	<b>Monthly CAB Performers</b>
<b>Presidential Arts Series</b>	<b>Presidential Arts Series</b>
<b>Monthly Residence Life Evening Educational Sessions and Socials</b>	<b>Monthly Residence Life Evening Educational Sessions and Socials</b>

### C. Counseling and Treatment Services

Student Health and Wellness – Counseling Services has professional staff members readily available to offer counseling services to students in need of personal, educational, career, substance abuse, and crisis intervention assistance. Every year, Counseling Services sponsors screening assessments on alcohol, depression, anxiety, and eating disorders. Counseling Services also monitors the Chemical Awareness Program (CAP) that provides students with the opportunity for more extensive alcohol and other drug abuse assessments and individual counseling. Most CAP participants are referred from the Dean of Students Office, University Housing & Residence Life, and Athletic program as a sanction for violating the university’s alcohol and drug policies.

In Fall 2011, Counseling Services implemented the online E-Chug alcohol assessment which gives Texas A&M University-Kingsville students a personalized tool that lets him/her see how their drinking habits, family history and campus norms affect their life and future. The e-CHUG is a brief assessment tool that takes about 20-25 minutes to complete, is self-guided, requires no face-to-face contact time with a counselor, and is completely anonymous. An individual can take it once or on multiple occasions to track changes in their alcohol use.

Counseling Services also provides extensive training to Residence Life-Resident Advisors, Peer Educators, and Orientation Leaders in identifying, intervening, and referring students who display a substance abuse problem and/or violate the university’s alcohol and drug policies.



#### IV. AOD UNIVERSITY NOTIFICATION, SANCTIONS, ENFORCEMENT

##### **Employee Notification**

In August, Human Resources' submits an annual notification of the university's alcohol and illegal substance abuse policy (34.02.01K1) to employees via the university's electronic mail. <http://www.tamuk.edu/hr/>; <http://tamus.edu/offices/policy/policies/index.html>; Within 30 days of hire, new employees are required to complete online system-required training on modules such as Creating a Discrimination-Free Workplace, Ethics, Information Security Awareness, Orientation to the A&M System, and Reporting Fraud, Waste, and Abuse. The Orientation to the A&M System training module refers to the university's alcohol and drug policies. Every two years, all employees are required to complete each module noted above.

Human Resources' continues to require a mandatory "New Employee Orientation" that reviews university policies/procedures upon the individual's first day of employment. During this orientation, a specific session addresses policies 34.02.01K1 Alcohol and Illegal Substance Abuse (approved in April 22, 2004) and 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs. In addition, the new employee signs an acknowledgement of receipt of required information which includes policies 34.02. and 34.02.01.

In Fall 2011, the Employee Assistance Program (EAP) was implemented at the university. All budgeted benefits eligible faculty and staff have free confidential access to the Employee Assistant Program (EAP). This program is provided to help employees with various personal problems that may arise, including legal, financial work-life needs, guidance resources and online information. Human Resources' sees this as a positive benefit as it provides an employee that needs help or has questions a free and confidential place to get answers. The Employee Assistant Program also hosts a web-site with resources and assessment tools for employees.

##### **Student Notification**

Students receive alcohol and drug policy's notification in the following facets: (1) New Student Orientation workshop (2) Student Handbook Hardcopy and online version (3) Student Leadership Conference – risk management workshop and the "Social Event Policy" handouts which can also be found as an online version (4) Residence Life Guidebook (5) Clery Act Reports – Annual Campus Security Report submitted by the Dean of Students & University Police Department (online version).

## Sanction and Enforcement

Students, Faculty, and Staff receive and/or have availability of the following sanction information: In accordance with the 34.02.01.K1 Alcohol and Illegal Substance Abuse, “failure to comply with this rule by any employee or student will constitute grounds for disciplinary action, up to and including termination of employment or expulsion from the University . . . An employee or student who violates any of the drug laws will be subject to prosecution in accordance with the law. Legal sanctions for violation of local, state and federal laws may include, but are not limited to fines, probation, and jail or prison sentences.”

<http://www.tamuk.edu/policy/rules/pdf/34.02.01.K1.pdf>

## Clery Compliance Reports

Texas A&M University-Kingsville’s Campus Security Policy and Campus Crime and Fire Statistics Report is published annually on October 1 and includes statistics for the previous three years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Texas A&M University-Kingsville; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, sexual assault, and other matters. The report for 2011 (includes years 2008, 2009, and 2010) is available at <http://osa.tamuk.edu/dean/cleryreport.shtm> or a copy may be obtained by contacting Kirsten Comparty, Dean of Students, Room 306 in the Memorial Student Union.

### *Data excerpts from the 2011 Campus Security & Fire Safety Reports:*

<b>Arrests- On-Campus</b>			
<b>Crime</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
a. Illegal weapons possession	0	0	0
b. Drug law violations	9	24	21
c. Liquor law violations	27	29	70

<b>Disciplinary Actions – On-Campus</b>			
<b>Crime</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
a. Illegal weapons possession	0	0	2
b. Drug law violations	42	45	70
c. Liquor law violations	25	77	21

<b>Arrests - Residence Halls</b>			
<b>Crime</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>

a. Illegal weapons possession	0	0	0
b. Drug law violations	9	24	21
c. Liquor law violations	23	29	65

<b>Disciplinary Action - Residence Halls</b>			
<b>Crime</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
a. Illegal weapons possession	0	0	2
b. Drug law violations	38	45	70
c. Liquor law violations	25	77	20

On an annual basis, the Dean of Students Office sends Texas A&M University-Kingsville students a postcard promoting the availability of the most recent Clery Compliance Report and the website address.

## V. AOD PROGRAM STRENGTHS AND WEAKNESSES

To assess the AOD Program’s strengths and weaknesses, the Biennial review committee utilized the DFSCA Supplemental Checklist (Appendix 6) to identify the effectiveness of the program’s efforts.

<b>AOD PROGRAM ELEMENTS</b>	<b>STRENGTHS</b>	<b>WEAKNESSES</b>
<b>Alcohol –Free Options</b>	Renovated Student Union to include additional food venues.  Campus Recreation & Fitness Center – Expanded Evening & Week-end Hours  Volunteer Opportunities – Student Activities  CAB’s sponsorship of Friday Night Movies held at the Student Union.  PEP Talk – Peer Educators create & promote alcohol-free events  Javelina Camp – New Students  Increase in Residence Life educational programming efforts  Presidential Arts Series – Five events each year  The Bigger Event – service learning	Limited Week-end (Saturday and Sunday programs/events)  Student Union has decreased its operational hours due to State mandated budget cuts.  Cultural Norms on alcohol for this region of the State of Texas  SGA was not able to implement the JAV A Ride (safe rides) program due to insurance & legal issues outlined by System OGC.  Events/Activities at the Mesquite Grove are not always registered via the Event Planning Office

	<p>opportunity</p> <p>Student Organizations advertise alcohol-free options on the Student Activities “Collegiatelink” software management system.</p>	
<p><b>Normative Environment</b></p>	<p>National College Health Assessment Study conducted in Fall 2010 &amp; Spring 2011</p> <p>Presidential Arts Series – Speakers promoting healthy outlooks Ms. Naomi Wolf &amp; Dr. Ian Smith</p> <p>EChug Online Alcohol Assessment</p> <p>HR implemented EPA program for staff &amp; faculty</p> <p>Healthy Javelinas Connection Program which involves a partnership with the Nutritional Counseling Program; Campus Recreational &amp; Fitness Department; and American Pharmacists Association.</p> <p>Collaborative Alcohol Awareness Grant Student Health &amp; Wellness and University of Texas – San Antonio</p> <p>Don’t Cancel Class Program - Educates Students on high-risk drinking and illicit drugs</p> <p>PEP Talk executes 15 alcohol awareness programs throughout the academic year</p> <p>KTAI &amp; South Texan promotes healthy norm messages during homecoming; Halloween; and Holiday celebrations.</p> <p>Per State Mandate, Student Organizations conduct risk management workshops</p>	<p>Substance-free residence options are partially available</p> <p>University offers limited core classes on Friday and Saturday</p> <p>Limited curriculum infusion on alcohol and other drugs education with 1201/1301 freshman seminar classes</p> <p>Center for Student Success -- Peer Mentors are not trained on risk management</p> <p>EPA program needs to be advertised bi-annually</p> <p>Usage of EChug online alcohol assessment is not required with the Freshman class as compared to other State Universities.</p>

	<p>with their respective organization</p> <p>Resident Advisors trained annually on behavior indicators on high-risk or illegal alcohol usage</p> <p>Javelina Camp Leaders &amp; Orientation Leaders promote positive, healthy norms</p>	
<b>Alcohol Availability</b>	<p>Alcohol is restricted to fifteen (15) designated campus locations as of March 29, 2012.</p> <p>Social Event Policy and Social Event Notification BYOB paperwork – Student Organizations</p> <p>Residence hall activities / programs are alcohol-free</p> <p>ARAMARK Food Service – Trains alcohol servers</p> <p>Javelina Tailgate event prohibits kegs and glass bottle containers</p>	<p>Tailgate Event needs to be reviewed annually by a Task Force Committee</p> <p>Review new food service provider training procedures</p> <p>Local Food &amp; Club facilities have drinking specials that promote excessive drinking due to the size of the beverage &amp; the timeframe of the special</p>
<b>Marketing and Promotion of Alcohol</b>	<p>Alcohol advertising is limited</p> <p>Alcohol industry sponsorship for on-campus event is limited</p> <p>System Policies publicized on an annual basis</p>	<p>Tailgate Event marketing campaign needs to be reviewed</p> <p>TAMUK Bookstore can sale shot glasses; beer mugs; etc.</p>
<b>Policy Development and Enforcement</b>	<p>Dean of Students incorporated “Maxient” a student conduct software to track disciplinary sanctions and behavior intervention records</p> <p>Successful disciplinary sanctions such as alcohol screening and parental notification are utilized to reduce underage and high-risk alcohol use</p> <p>Representatives from the Dean of Students, Residence Life, University Police Department and Student Health and Wellness meet weekly to review student incidents and best approach to intervene, adjudicate or monitor individuals involved. This group also refines the departmental processes for handling of incidents relating to alcohol</p>	<p>University Alcohol Policy needs to be updated</p> <p>Tailgate Event – no ID checks and/or policies regarding drinks portion sizes (i.e. 24 ounces beer cans or 44 ounces cups)</p>

	/drug issues.	
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## VI. BIENNIAL REVIEW COMMITTEE’S RECOMMENDATIONS

### 2008-2010 Biennial Review Recommendations

The committee assessed 2008-2010 Biennial Review’s recommendations and noted below are the AOD program’s accomplishments:

#### Accomplishments

1. The CAS (Council for the Advancement of Standards in Higher Education) program review for the ATOD program was conducted in Fall 2010 and a preliminary report was established.
2. In 2010-2011, Student Health and Wellness conducted the National College Health Assessment (NCHA) II study to ascertain students’ health habits, behaviors, and perceptions. The survey data assisted the university to identify and prioritize its health initiatives for the campus community and establish new benchmarks.

### 2010-2012 Biennial Review – Compliance Checklist

The Compliance Checklist (Appendix 2) was completed by the committee and the following notes were taken

#### A. Favorable Compliance:

- The university distributes annually to students, staff, and faculty information on the university’s alcohol/drug free policy.
- The university tracks the number of drug- and alcohol-related offenses utilizing the “Maxient” student conduct software.
- The university provides services and activities to promote a strong alcohol/drug-free campus.

#### B. Partial Compliance:

- The university provides students, via the annual “Clery Report”, health information associated with the use of illicit drugs and the abuse of alcohol.

#### C. Recommendations:

- Hire a consultant to assist the AOD task force examinations of the university alcohol and other drug policies.

- Implement E-Token online marijuana assessment due to an increase in reported usage.
- In the annual notification process, the university needs to include health risk information and updated legal sanctions under local, state, or federal law associated with the use of illicit drugs and the abuse of alcohol.
- Hire a consultant to conduct a focus Group with students, faculty, and staff to assess the effectiveness of the AOD program's elements.

**APPENDIX A**

**Fall 2010 & Spring 2011 ACHA-NCHA II Data Excerpts**



## POPULATION: FRESHMAN

### Fall 2010 ACHA-NCHA II Study

#### E. Alcohol, Tobacco, and Other Drug Use

Reported use versus perceived use - reported use for all students within the past 30 days compared with how often students perceived the typical student on campus used substances within the same time period. The last line of each table combines all categories of any use in the last 30 days.

	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		36.2	40.0	37.4	12.0	8.2	10.1
Used, but not in the last 30 days		13.6	18.5	16.2	5.8	3.3	4.6
Used 1-9 days		31.0	30.8	31.2	30.6	26.8	28.5
Used 10-29 days		15.3	9.6	12.6	25.0	23.5	24.7
Used all 30 days		4.0	1.2	2.6	26.7	38.1	32.1
<b>Any use within the last 30 days</b>		<b>50.2</b>	<b>41.6</b>	<b>46.5</b>	<b>82.3</b>	<b>88.5</b>	<b>85.3</b>

	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		57.7	68.8	63.0	10.4	6.6	8.8
Used, but not in the last 30 days		14.8	14.2	14.2	4.9	4.7	4.9
Used 1-9 days		14.6	10.0	12.7	29.9	24.8	27.0
Used 10-29 days		7.1	2.3	5.0	16.6	14.9	16.1
Used all 30 days		5.8	4.7	5.2	38.2	48.9	43.2
<b>Any use within the last 30 days</b>		<b>27.5</b>	<b>17.0</b>	<b>22.8</b>	<b>84.7</b>	<b>88.7</b>	<b>86.3</b>

	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		67.2	77.4	72.0	17.6	14.9	16.4
Used, but not in the last 30 days		13.4	12.4	12.7	9.1	9.2	9.1
Used 1-9 days		9.6	6.8	8.2	36.2	35.2	35.5
Used 10-29 days		4.8	2.8	3.8	16.3	14.7	15.7
Used all 30 days		5.0	0.7	3.3	20.8	26.0	23.3
<b>Any use within the last 30 days</b>		<b>19.4</b>	<b>10.3</b>	<b>15.3</b>	<b>73.3</b>	<b>75.9</b>	<b>74.5</b>

*Findings continued*

	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		81.2	91.1	85.6	25.9	21.4	23.4
Used, but not in the last 30 days		11.7	7.2	9.7	13.2	12.7	13.2
Used 1-9 days		4.4	1.6	3.1	38.9	40.2	39.5
Used 10-29 days		1.5	0.0	0.8	10.0	12.9	11.5
Used all 30 days		1.3	0.0	0.7	12.1	12.7	12.4
<b>Any use within the last 30 days</b>		<b>7.1</b>	<b>1.6</b>	<b>4.7</b>	<b>60.9</b>	<b>65.9</b>	<b>63.4</b>

All other drugs combined*	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		56.9	80.2	67.9	14.4	12.0	13.2
Used, but not in the last 30 days		15.0	11.7	13.2	4.9	4.2	4.9
Used 1-9 days		13.5	5.4	9.6	29.0	25.1	27.0
Used 10-29 days		5.6	1.4	3.6	20.5	21.6	20.9
Used all 30 days		9.0	1.4	5.7	31.3	37.1	33.9
<b>Any use within the last 30 days</b>		<b>28.1</b>	<b>8.2</b>	<b>18.9</b>	<b>80.8</b>	<b>83.8</b>	<b>81.9</b>

\* Includes cigars, smokeless tobacco, cocaine, methamphetamine, other amphetamines, sedatives, hallucinogens, anabolic steroids, opiates, inhalants, MDMA, other club drugs, other illegal drugs. (Excludes alcohol, cigarettes, tobacco from a water pipe, and marijuana).

■ 13.1 % of college students reported driving after having **5 or more drinks** in the last 30 days.\*

■ 26.0 % of college students reported driving after having **any alcohol** in the last 30 days.\*

\*Students responding "N/A, don't drive" and "N/A don't drink" were excluded from this analysis.

Estimated Blood Alcohol Concentration (or eBAC) of college students reporting 1 or more drinks the last time they "partied" or socialized. **Students reporting 0 drinks were excluded from the analysis.** Due to the improbability of a student surviving a drinking episode resulting in an extremely high eBAC, all students with an eBAC of 0.50 or higher are also omitted from these eBAC figures. eBAC is an estimated figure based on the reported number of drinks consumed during the last time they "partied" or socialized, their approximate time of consumption, sex, weight, and the average rate of ethanol metabolism.

Estimated BAC	Percent (%)	Male	Female	Total
< .08		47.7	52.6	50.0
< .10		54.0	61.5	57.5
Mean		0.10	0.11	0.10
Median		0.09	0.07	0.08
Std Dev		0.09	0.10	0.10

*Findings continued*

Reported number of drinks consumed the last time students "partied" or socialized. Only students reporting one or more drinks were included.

Number of drinks*	Percent (%)	Male	Female	Total
4 or fewer		19.1	32.7	25.5
5		4.1	4.2	4.0
6		4.6	5.8	5.1
7 or more		34.0	18.1	26.2
Mean		8.85	5.76	7.37
Median		7.00	4.00	6.00
Std Dev		6.96	5.79	6.54

\* Students reporting 0 drinks were excluded.

*Findings continued*

College students reported doing the following *most of the time* or *always* when they "partied" or socialized during the last 12 months:\*

	<b>Percent (%)</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
Alternate non-alcoholic with alcoholic beverages		15.6	19.0	16.9
Avoid drinking games		23.7	39.3	31.4
Choose not to drink alcohol		23.1	36.4	29.6
Determine in advance not to exceed a set number of drinks		31.7	48.6	38.9
Eat before and/or during drinking		57.1	65.8	60.8
Have a friend let you know when you have had enough		34.5	53.8	43.3
Keep track of how many drinks being consumed		45.6	65.2	53.9
Pace drinks to one or fewer an hour		21.1	38.3	28.7
Stay with the same group of friends the entire time drinking		69.4	87.1	76.8
Stick with only one kind of alcohol when drinking		38.1	50.4	44.1
Use a designated driver		67.7	86.1	76.0
<b>Reported one or more of the above</b>		<b>91.8</b>	<b>96.6</b>	<b>93.8</b>

\*Students responding "N/A, don't drink" were excluded from this analysis.

College students who drank alcohol reported the following consequences occurring in the last 12 months as a result of their own drinking:\*

	<b>Percent (%)</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
Did something you later regretted		29.1	28.7	29.2
Forgot where you were or what you did		31.0	24.0	27.8
Got in trouble with the police		13.6	5.0	10.0
Had sex with someone without giving your consent		3.7	3.2	3.3
Had sex with someone without getting their consent		2.4	0.0	1.3
Had unprotected sex		29.3	20.4	25.7
Physically injured yourself		15.8	12.3	14.5
Physically injured another person		6.7	1.4	4.7
Seriously considered suicide		4.0	2.5	3.3
<b>Reported one or more of the above</b>		<b>57.8</b>	<b>50.7</b>	<b>54.9</b>

\*Students responding "N/A, don't drink" were excluded from this analysis.

## POPULATION: GENERAL POPULATION

### Spring 2011 ACHA-NCHA II Study

#### E. Alcohol, Tobacco, and Other Drug Use

Reported use versus perceived use - reported use for all students within the past 30 days compared with how often students perceived the typical student on campus used substances within the same time period. The last line of each table combines all categories of any use in the last 30 days.

Alcohol	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		23.0	25.5	24.5	7.0	6.9	8.2
Used, but not in the last 30 days		17.1	19.9	18.3	2.2	3.2	2.7
Used 1-9 days		38.5	41.3	38.9	29.2	22.2	25.6
Used 10-29 days		18.7	11.7	15.4	28.1	29.1	27.4
Used all 30 days		2.7	1.5	2.9	33.5	38.6	36.1
<i>Any use within the last 30 days</i>		59.9	54.6	57.2	90.8	89.9	89.1

Cigarette	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		56.1	64.3	61.0	8.0	7.9	8.8
Used, but not in the last 30 days		15.5	20.4	16.9	2.7	3.1	3.2
Used 1-9 days		15.5	8.7	12.0	31.4	28.3	29.7
Used 10-29 days		7.5	3.6	5.1	22.9	16.2	18.7
Used all 30 days		5.3	3.1	5.1	35.1	44.5	39.6
<i>Any use within the last 30 days</i>		28.3	15.3	22.2	89.4	89.0	88.0

Marijuana	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		65.6	75.5	71.1	9.2	11.8	12.5
Used, but not in the last 30 days		17.7	14.3	14.9	4.3	5.3	5.0
Used 1-9 days		6.5	5.6	5.5	45.1	35.3	39.0
Used 10-29 days		3.8	2.6	3.1	13.6	21.9	16.8
Used all 30 days		6.5	2.0	5.3	27.7	25.7	26.8
<i>Any use within the last 30 days</i>		16.7	10.2	14.0	86.4	82.9	82.5

*Findings continued*

Tobacco from a water pipe (hookah)	Percent (%)	Actual Use			Perceived Use		
		Male	Female	Total	Male	Female	Total
Never used		77.0	90.3	83.6	14.4	17.3	17.0
Used, but not in the last 30 days		17.6	7.1	11.6	13.3	13.6	12.8
Used 1-9 days		5.3	2.6	3.9	48.9	40.3	44.0
Used 10-29 days		0.0	0.0	0.2	10.1	13.1	11.3
Used all 30 days		0.0	0.0	0.7	13.3	15.7	15.0
<i>Any use within the last 30 days</i>		5.3	2.6	4.8	72.3	69.1	70.3

- 18.6 % of college students reported driving after having **5 or more drinks** in the last 30 days.\*
  - 39.4 % of college students reported driving after having **any alcohol** in the last 30 days.\*
- \*Students responding "N/A, don't drive" and "N/A don't drink" were excluded from this analysis.*

Estimated Blood Alcohol Concentration (or eBAC) of college students reporting 1 or more drinks the last time they "partied" or socialized. **Students reporting 0 drinks were excluded from the analysis.** Due to the improbability of a student surviving a drinking episode resulting in an extremely high eBAC, all students with an eBAC of 0.50 or higher are also omitted from these eBAC figures. eBAC is an estimated figure based on the reported number of drinks consumed during the last time they "partied" or socialized, their approximate time of consumption, sex, weight, and the average rate of ethanol metabolism.

Estimated BAC	Percent (%)	Male	Female	Total
< .08		60.0	65.9	63.0
< .10		65.2	72.6	68.9
Mean		0.08	0.08	0.08
Median		0.06	0.05	0.06
Std Dev		0.08	0.09	0.08

*Findings continued*

Reported number of drinks consumed the last time students "partied" or socialized. Only students reporting one or more drinks were included.

Number of drinks*	Percent (%)	Male	Female	Total
4 or fewer		28.6	47.4	36.6
5		7.4	5.1	6.7
6		6.3	3.1	4.5
7 or more		33.3	14.8	23.0
Mean		7.88	4.40	6.13
Median		6.00	4.00	4.00
Std Dev		7.54	2.94	5.91

*\* Students reporting 0 drinks were excluded.*

Reported number of times college students consumed five or more drinks in a sitting within the last two weeks:

	Percent (%)	Male	Female	Total
N/A don't drink		21.0	22.4	21.6
None		30.6	47.4	38.8
1-2 times		28.5	21.9	24.3
3-5 times		11.3	5.1	9.2
6 or more times		8.6	3.1	6.1



*Findings continued*

College students reported doing the following *most of the time* or *always* when they "partied" or socialized during the last 12 months:\*

	<b>Percent (%)</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
Alternate non-alcoholic with alcoholic beverages		17.3	25.7	20.6
Avoid drinking games		31.8	38.1	34.4
Choose not to drink alcohol		23.5	31.2	27.0
Determine in advance not to exceed a set number of drinks		38.3	60.4	47.6
Eat before and/or during drinking		64.2	75.9	68.3
Have a friend let you know when you have had enough		26.4	53.1	37.5
Keep track of how many drinks being consumed		52.0	67.8	57.9
Pace drinks to one or fewer an hour		20.7	44.8	31.5
Stay with the same group of friends the entire time drinking		69.9	91.7	78.2
Stick with only one kind of alcohol when drinking		46.4	60.7	51.3
Use a designated driver		63.4	81.3	69.9
<b>Reported one or more of the above</b>		90.4	96.2	90.9

\*Students responding "N/A, don't drink" were excluded from this analysis.

College students who drank alcohol reported the following consequences occurring in the last 12 months as a result of their own drinking:\*

	<b>Percent (%)</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
Did something you later regretted		27.3	26.2	27.9
Forgot where you were or what you did		28.0	16.8	22.9
Got in trouble with the police		4.7	2.7	4.7
Had sex with someone without giving your consent		2.0	2.7	3.8
Had sex with someone without getting their consent		0.7	0.0	1.6
Had unprotected sex		24.2	25.5	25.5
Physically injured yourself		12.0	7.4	10.7
Physically injured another person		6.8	1.3	5.1
Seriously considered suicide		2.7	0.7	2.5
<b>Reported one or more of the above</b>		51.3	45.0	48.6

\*Students responding "N/A, don't drink" were excluded from this analysis.

## APPENDIX B

### CAS Program Review of Alcohol, Tobacco, and Other Drug Preliminary Report

In Fall 2010, the Alcohol, Tobacco, and Other Drug Program (ATOD)/Wellness, a unit within the department of Student Health & Wellness (SHW) at Texas A&M University-Kingsville, completed a CAS (Council for the Advancement of Standards in Higher Education) program review. The CAS Self-Assessment Guide (SAG) for ATOD (adopted June 2009) was utilized as the framework for the review. A team of five university professionals assessed available documentation, rated the criterion measures individually, and established a collective consensus on the program's performance on the standards. In order to effectively measure the SAG fourteen parts, the team reviewed quantitative and qualitative documentation which include the following:

- **Institutional Effectiveness Annual Reports** (Student Health & Wellness, ATOD, and Wellness Programs)
- **Promotional Materials** (Flyers, PowerPoint's, Texas A&M University – Kingsville Student Handbook and Undergraduate Catalog)
- **Administrative Information** (Position Descriptions, Resumes, Credentials, SHW's Organization Chart; Evaluation Process/SMART Goals)
- **Budgetary Summaries** (Student Services Fee Proposals)
- **Staff and Student Activities** (SHW Calendars, Peer Educator Program (PEP Talk) Handbook, Wellness Staff Training/Workshops, SHW Student Worker Handbook, SHW Student Worker Training Agenda, )
- **Research & Evaluation** (CAS ATOD/Wellness 2006 Audit Executive Summary, ACHA/NCHA – National College Health Assessment II Study, CORE Alcohol Drug Survey 2006 Executive Summary, and SHW Events Survey Data Results).

The team also met with some ATOD/Wellness and SHW staff members to acquire a realistic perspective of the program.

## CAS SELF-ASSESSMENT TEAM

MEMBER	DEPARTMENT	TITLE
<b>Crispin Trevino</b>	Student Activities/Union	Associate Director
<b>Lisa Marie Gonzales</b>	University Housing and Residence Life	Assistant Director
<b>Desiree Flores</b>	Student Health and Wellness	DRC Student Worker and Social Work Program
<b>Julie LeFils</b>	Student Activities/Union	Program Coordinator (Leadership)

## INTERPRETATION OF FINDINGS

### PART 1: MISSION

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must develop, disseminate, implement, and regularly review their mission. Mission statements must be consistent with the mission of the institution and with professional standards. ATODP in higher education must enhance overall educational experiences by incorporating student learning and development outcomes in their mission.*

*The goals of ATODP must:*

- acknowledge and mitigate the inherent risks to the total community associated with alcohol, tobacco, and other drug use*
- develop, disseminate, interpret, and support the enforcement of campus regulations that are consistent with institutional policies and local, state/provincial, and federal law*
- promote healthy choices concerning the use of alcohol, tobacco, and other drugs, emphasizing the elimination of illegal use, high-risk behavior, harmful use, and related violence*
- promote a safe, healthy, and learning-conducive environment*
- define ATODP policies and practices for prevention, education, training, intervention, evaluation, referral, and treatment*



- *develop shared ownership of the issue by involving all entities of the campus community including governing boards, administrators, faculty and staff members, students, and community leaders*
- *protect the legal rights of students*

In Part 1, of the 11 criterion measures, 1 was rated as “minimally met”, 1 was rated as “well met”, and 9 were rated as “fully met”.

### **Criterion Measures to be addressed in the Action Plan**

1. ATOD Program mission addresses the need to protect the legal rights of students (*1.11 criterion measure*).

*\*In establishing strength and weaknesses as a development action plan, the CAS Form A was utilized.*

#### **Strength**

The CAS Self-Assessment Team identified that the ATOD mission embraces the student learning development via the departmental Institutional Effectiveness Plan. All ATOD program objectives were targeted toward student growth, development, and awareness of alcohol, tobacco, and other drug problems. Each objective was also broken down into measurable strategies to further enhance student learning and development.

### **PART 2: PROGRAM**

*The formal education of students, consisting of the curriculum and the co-curriculum, must promote student learning and development outcomes that are purposeful and holistic and that prepare students for satisfying and productive lifestyles, work, and civic participation. The student learning and development outcome domains and their related dimensions are: **Knowledge Acquisition**; *Cognitive Complexity*; **Intrapersonal Development**; **Interpersonal Competences**; *Humanitarianism and Civic Engagement*; **Practical Competence**. (Those in bold are the domains adopted by SHW).*

*ATODP must include:*

- *environmental management strategies*
- *institutional policies*
- *enforcement strategies*

- *bi-annual review*
- *community collaboration*
- *training and education*
- *assistance and referral*
- *student leadership*

In Part 2, of the 28 criterion measures, 1 rated as “minimally met”, 13 were rated as “well met” and 14 were rated as “fully met”.

### **Needed Improvement**

- Establish focus groups with faculty and staff to assess the effectiveness of the ATOD program.

### **Criterion Measures to be addressed in the Action Plan**

1. ATODP explores possibilities with faculty members and other colleagues  
(*Criterion Measure 2.5*)

Inconclusive responses were given by the committee which will be reviewed and concluded in the executive summary (final report).

### ***The following are criterion measures that were rated as “well met”:***

1. ATODP promotes outcomes which prepares students for work (*Criterion Measure 2.2.2*)
2. ATODP articulates how it contributes to or supports student learning and development domains not specifically assessed. (*Criterion Measure 2.4*)
3. Integrated into the life of the institution (*Criterion Measure 2.6.1*)
4. Intentional and coherent (*Criterion Measure 2.6.2*)
5. guided by theories and knowledge of learning and development (*Criterion Measure 2.6.3*)
6. Reflective of developmental and demographic profiles of the student population (*Criterion Measure 2.6.4*)
7. Responsive to needs of individuals, diverse and special populations, and relevant constituencies (*Criterion Measure 2.6.5*)
8. The ATODP involves multiple constituents to reduce heavy and high risk use of alcohol, tobacco, prescription medication, and other drugs (*Criterion Measure 2.7*)
9. Environmental management strategies (*Criterion Measure 2.8.1*)
10. Community collaboration (*Criterion Measure 2.8.4*)
11. Training and education (*Criterion Measure 2.8.5*)
12. Assistance and referral (*Criterion Measure 2.8.6*)

13. The ATODP provides education and training for students and student organization on policies and law and prevention, intervention, and treatment resources. (*Criterion Measure 2.8.10*)

### **Strength**

- Wide variety of programming that targets all student types in different and effective ways

### **PART 3: LEADERSHIP**

*Because effective and ethical leadership is essential to the success of all organizations, Alcohol, Tobacco, and Other Drug Program (ATODP) leaders with organizational authority for the programs and services must:*

- *articulate a vision and mission for their programs and services*
- *set goals and objectives based on the needs of the population served and desired student learning and development outcomes*
- *advocate for their programs and services*
- *promote campus environments that provide meaningful opportunities for student learning, development, and integration*
- *identify and find means to address individual, organizational, or environmental conditions that foster or inhibit mission achievement*
- *advocate for representation in strategic planning initiatives at appropriate divisional and institutional levels*
- *initiate collaborative interactions with stakeholders who have legitimate concerns and interests in the functional area*
- *apply effective practices to educational and administrative processes*
- *prescribe and model ethical behavior*
- *communicate effectively*
- *manage financial resources, including planning, allocation, monitoring, and analysis*
- *incorporate sustainability practices in the management and design of programs, services, and facilities*
- *manage human resource processes including recruitment, selection, development, supervision, performance planning, and evaluation*

- *empower professional, support, and student staff to accept leadership opportunities*
- *encourage and support scholarly contribution to the profession*
- *be informed about and integrate appropriate technologies into programs and services*
- *be knowledgeable about federal, state/provincial, and local laws relevant to the programs and services and ensure that staff members understand their responsibilities by receiving appropriate training*
- *develop and continuously improve programs and services in response to the changing needs of students and other populations served and the evolving institutional priorities*
- *recognize environmental conditions that may negatively influence the safety of staff and students and propose interventions that mitigate such conditions*

In Part 3, of the 20 criterion measures, 20 were rated as “fully met” (100%).

### **Strength**

- Extensive staff training and workshops, PEP Talk awards at University, Regional, and National levels.

CAS Self-Assessment Team highlighted that in the areas of leadership qualifications, performance accountability, and best practices:

- The PEP Talk leaders have continuous training throughout the year on various topics. Bi-annual training is provided to keep peer educators up-to-date on current college issues.
- PEP Talk leaders are put in position to empower their fellow classmates as well as the surrounding communities about ATOD. They create programs and are given control over goal setting and achievement, provided with professional development opportunities.
- Evaluations are measurements that are taken to review programs and future changes.
- (Best Practice) – a balance between group task and individual leadership

## **PART 4: HUMAN RESOURCES**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must be staffed adequately by individuals qualified to accomplish the mission and goals. Within institutional guidelines, ATODP must establish procedures for staff selection, training, and evaluation; set expectations for supervision; and provide appropriate professional development opportunities to improve the leadership ability, competence, and skills of all employees.*

*Student employees and volunteers must be carefully selected, trained, supervised, and evaluated. They must be educated on how and when to refer those in need of additional assistance to qualified staff members and must have access to a supervisor for assistance in*

*making these judgments. Student employees and volunteers must be provided clear and precise job descriptions, pre-service training based on assessed needs, and continuing staff development.*

*Employees and volunteers must receive specific training on institutional policies and privacy laws regarding their access to student records and other sensitive institutional information (e.g., in the USA, Family Educational Rights and Privacy Act, FERPA, or equivalent privacy laws in other states/provinces or countries).*

*ATODP must have technical and support staff members adequate to accomplish their mission. All members of the staff must be technologically proficient and qualified to perform their job functions, be knowledgeable about ethical and legal uses of technology, and have access to training and resources to support the performance of their assigned responsibilities.*

*All members of the staff must receive training on policies and procedures related to the use of technology to store or access student records and institutional data.*

*ATODP must ensure that staff members are knowledgeable about and trained in emergency procedures, crisis response, and prevention efforts. Prevention efforts must address identification of threatening conduct or behavior of students, faculty members, staff, and others and must incorporate a system or procedures for responding, including but not limited to reporting them to the appropriate campus officials.*

In Part 4, of the 25 criterion measures, 25 were rated as “fully met” (100%).

The CAS Self-Assessment Team stated that the program’s strategic plan for staffing is Student Services Fee, Grants, and a successful seventeen year old volunteer Peer Educator Program (PEP Talk). The program’s staff members’ qualifications and performance are effectively monitored utilized the university performance appraisals.

## **PART 5: ETHICS**

*Persons involved in the delivery of Alcohol, Tobacco, and Other Drug Programs (ATODP) must adhere to the highest principles of ethical behavior. ATODP must review relevant professional ethical standards and develop or adopt and implement appropriate statements of ethical practice. ATODP must publish these statements and ensure their periodic review by relevant constituencies.*

*ATODP must orient new staff members to relevant ethical standards and statements of ethical practice.*

*ATODP staff members must ensure that privacy and confidentiality are maintained with respect to all communications and records to the extent that such records are protected under the law and appropriate statements of ethical practice. Information contained in students’ education records must not be disclosed except as allowed by relevant laws and institutional*

*policies. ATODP staff members must disclose to appropriate authorities information judged to be of an emergency nature, especially when the safety of the individual or others is involved, or when otherwise required by institutional policy or relevant law.*

*ATODP staff members must be aware of and comply with the provisions contained in the institution's policies pertaining to human subjects research and student rights and responsibilities, as well as those in other relevant institutional policies addressing ethical practices and confidentiality of research data concerning individuals.*

*ATODP staff members must recognize and avoid personal conflicts of interest or appearance thereof in the performance of their work.*

*ATODP staff members must strive to insure the fair, objective, and impartial treatment of all persons with whom they interact.*

*When handling institutional funds, ATODP staff members must ensure that such funds are managed in accordance with established and responsible accounting procedures and the fiscal policies or processes of the institution.*

*Promotional and descriptive information must be accurate and free of deception.*

*ATODP staff members must perform their duties within the limits of their training, expertise, and competence. When these limits are exceeded, individuals in need of further assistance must be referred to persons possessing appropriate qualifications.*

*ATODP staff members must use suitable means to confront and otherwise hold accountable other staff members who exhibit unethical behavior.*

*ATODP staff members must be knowledgeable about and practice ethical behavior in the use of technology.*

In Part 5, of the 14 criterion measures, 14 were rated as “fully met” (100%). The ATOD program fully meets the CAS standards by upholding ethical principles, standards, or codes prescribed by Texas A&M System, Texas A&M University – Kingsville, and Student Health & Wellness. The program’s staff members complete regular ethics training as a requirement under the A&M System. Practices such as the Quality Enhancement Report (QERs), which document incidents and responses to those incidences are critical to address any areas of deficiency within the program. All staff members uphold the ethics of their licensing agency.

### **Strength**

- Staff training on ethics.
- Methods of practice for confidential records.

## **PART 6: LEGAL RESPONSIBILITY**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) staff members must be knowledgeable about and responsive to laws and regulations that relate to their respective responsibilities and that may pose legal obligations, limitations, or ramifications for the institution as a whole. As appropriate, staff members must inform users of programs and services, as well as officials, of legal obligations and limitations including constitutional, statutory, regulatory, and case law; mandatory laws and orders emanating from federal, state/provincial, and local governments; and the institution's policies.*

*ATODP must have written policies on all relevant operations, transactions, or tasks that may have legal implications.*

*ATODP staff members must neither participate in nor condone any form of harassment or activity that demeans persons or creates an intimidating, hostile, or offensive campus environment.*

*ATODP staff members must use reasonable and informed practices to limit the liability exposure of the institution and its officers, employees, and agents. ATODP staff members must be informed about institutional policies regarding risk management, personal liability, and related insurance coverage options and must be referred to external sources if coverage is not provided by the institution.*

*The institution must provide access to legal advice for ATODP staff members as needed to carry out assigned responsibilities.*

*ATODP staff members must be aware of and seek advice from the institution's legal counsel on privacy and disclosure of student information and parental notification.*

*The institution must inform ATODP staff and students in a timely and systematic fashion about extraordinary or changing legal obligations and potential liabilities.*

In Part 6, of the 8 criterion measures, 8 were rated as “fully met” (100%).

The CAS Self-Assessment team identified that the ATOD staff members are instructed, advised, or assisted with legal concerns on a case-by-case basis. Issues are discussed and resolved involving input from the Coordinator of Counseling, Associate Directors, and Director of Student Health & Wellness. Information about new or revised procedures is disseminated at staff meetings, planning sessions and/or in writing when available. Protocols are updated periodically to reflect changes in procedures.

## **PART 7: EQUITY AND ACCESS**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must be provided on a fair, equitable, and non-discriminatory basis in accordance with institutional policies and with all applicable state/provincial and federal statutes and regulations. ATODP must maintain an educational and work environment free from discrimination in accordance with law and institutional policy.*



*Discrimination must be avoided on the basis of age; cultural heritage; disability; ethnicity; gender identity and expression; nationality; political affiliation; race; religious affiliation; sex; sexual orientation; economic, marital, social, or veteran status; and any other bases included in local, state/provincial, or federal laws.*

*Consistent with the mission and goals, ATODP must take action to remedy significant imbalances in student participation and staffing patterns.*

*ATODP must ensure physical and program access for persons with disabilities. ATODP must be responsive to the needs of all students and other populations served when establishing hours of operation and developing methods of delivering programs and services.*

*ATODP must recognize the needs of distance learning students by providing appropriate and accessible services and assisting them in identifying and gaining access to other appropriate services in their geographic region.*

In Part 7, of the 6 criterion measures, 1 rated as “minimally met”, 1 rated as “well met” and 4 were rated as “fully met”.

#### **Needed Improvement**

- Designated plan in place for staff/student imbalances, delegating services to distance learner students.

#### **Criterion Measures to be addressed in the Action Plan**

1. Provides remedies for imbalances in student participation and staffing patterns (*Criterion Measure 7.3.1*)
2. Services are available and accessible to distance learner students or arrangements have been made for students to have access to appropriate services in their geographical region. (*Criterion Measure 7.4*)

#### **Strength**

- Non-discriminatory and easily accessible.

### **PART 8: DIVERSITY**

*Within the context of each institution's unique mission, diversity enriches the community and enhances the collegiate experience for all; therefore, Alcohol, Tobacco, and Other Drug Programs (ATODP) must create and nurture environments that are welcoming to and bring together persons of diverse backgrounds.*

*ATODP must promote environments that are characterized by open and continuous communication that deepens understanding of one's own identity, culture, and heritage, as well*



*as that of others. ATODP must recognize, honor, educate, and promote respect about commonalities and differences among people within their historical and cultural contexts.*

*ATODP must address the characteristics and needs of a diverse population when establishing and implementing policies and procedures.*

In Part 8, of the 4 criterion measures, all 4 were rated as “well met”.

### **Criterion Measures to be addressed in the Action Plan**

1. Addresses characteristics and needs of diverse populations when establishing and implementing policies and procedures. (*Criterion Measure 8.1.4*)

Inconclusive responses were given by the committee which will be reviewed and concluded in the executive summary (final report).

#### ***The following are criterion measures that were rated as “well met”:***

1. Nurtures environments that are welcoming to and bring together persons of diverse backgrounds (*Criterion Measure 8.1.1*)
2. Promotes an environment characterized by open communication that deepens understanding of identity, culture, and heritage (*Criterion Measure 8.1.2*)
3. Promotes respect for commonalities and differences in historical and cultural contexts (*Criterion Measure 8.1.3*)

### **Strength**

- Programming relates to a wide variety of students

The CAS Self-Assessment Team stated that the ATOD program nurtures diversity and serves the needs of the diverse populations in the following ways:

1. Through their ATOD program social normative marketing campaign, the program successfully promoted three social normative messages throughout 2009-2010 that were inclusive in nature.
2. Through their alcohol prevention programs within the community and university, ATOD program was able to target and reach a diverse audience of nearly 5, 000 individuals.

## **PART 9: ORGANIZATION AND MANAGEMENT**

*To promote student learning and development outcomes, Alcohol, Tobacco, and Other Drug Programs (ATODP) must be structured purposefully and managed effectively to achieve stated goals. Evidence of appropriate structure must include current and accessible policies and procedures, written performance expectations for all employees, functional workflow graphics or organizational charts, and clearly stated program and service delivery expectations.*

*ATODP must monitor websites used for distributing information to ensure that the sites are current, accurate, appropriately referenced, and accessible.*

*Evidence of effective management must include use of comprehensive and accurate information for decisions, clear sources and channels of authority, effective communication practices, procedures for decision-making and conflict resolution, responses to changing conditions, systems of accountability and evaluation, and processes for recognition and reward. ATODP must align policies and procedures with those of the institution and provide channels within the organization for their regular review.*

*The ATODP director or coordinator must be placed within the institution's organizational structures so as to be able to promote cooperative interaction with appropriate campus and community entities and to develop the support of high-level administrators.*

In Part 9, of the 17 criterion measures, 17 were rated as “fully met” (100%).

The CAS Self-Assessment Team noted the following institutional organization structures that define and enable the program and the protocols or processes ensuring effective management:

- The program follows a chain of command in leadership beginning with Director, Associate Director, etc. Staff report to an immediate supervisor when needed. There are no restraints in the way management is structured.
- Employees are evaluated regarding job performance and completion of assigned tasks. Should a discrepancy be found, a plan of action is then completed to ensure the program runs smoothly.

#### **Strength**

- Well –qualified staff.
- Job performance evaluation process.

### **PART 10: CAMPUS AND EXTERNAL RELATIONS**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must reach out to relevant individuals, campus offices, and external agencies to:*

- *establish, maintain, and promote effective relations*
- *disseminate information about their own and other related programs and services*
- *coordinate and collaborate, where appropriate, in offering programs and services to meet the needs of students and promote their achievement of student learning and development outcomes*

*ATODP must have procedures and guidelines consistent with institutional policy for responding to threats, emergencies, and crisis situations. Systems and procedures must be in*

*place to disseminate timely and accurate information to students and other members of the campus community during emergency situations.*

*ATODP must have procedures and guidelines consistent with institutional policy for communicating with the media.*

*ATODP must gather and disseminate information to the campus community, including students, their parents, staff, and faculty members on alcohol, tobacco, and other drug problems, risk reduction strategies, resources, and related topics.*

*ATODP must maintain effective working relationships with various campus offices and community groups and agencies to promote a healthy environment in which the use or abuse of alcohol and use of other drugs does not interfere with the learning, performance, or social aspects of college life.*

In Part 10, of the 9 criterion measures, 6 was rated as “well met” and 3 were rated as “fully met”.

#### **Criterion Measures to be addressed in the Action Plan**

1. Disseminate information about its own and other related programs and services (*Criterion Measure 10.1.2*)

Inconclusive responses were given by the committee which will be reviewed and concluded in the executive summary (final report).

#### **The following criterion measures were rated as “well met”:**

1. Establish, maintain, and promote effective relations (*Criterion Measure 10.1.1*)
2. Disseminate information about its own and other related programs and services (*Criterion Measure 10.1.2*)
3. Coordinate and collaborate, where appropriate, in offering programs and services to meet the needs of students and promote achievement of student learning and development outcomes. (*Criterion Measure 10.1.3*)
4. ATODP gathers and disseminates information to the campus community on alcohol, tobacco, and other drug problems, risk reduction strategies, resources, or related topics. (*Criterion Measure 10.3*)
5. ATODP maintains effective working relationship with various campus offices and community groups and agencies to provide a healthy environment in which the use or abuse of alcohol and use of other drugs does not interfere with the learning, performance, or social aspects. (*Criterion Measure 10.4*)
6. ATODP works with campus and community resources to encourage staff members to utilize appropriate screening protocols. (*Criterion Measure 10.5*)

**Strength**

- Holds excellent working relationships with departments such as Student Activities, Residence Life, and more.

**PART 11: FINANCIAL RESOURCES**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must have adequate funding to accomplish their mission and goals. In establishing funding priorities and making significant changes, a comprehensive analysis, which includes relevant expenditures, external and internal resources, and impact on the campus community, must be conducted.*

*ATODP must demonstrate fiscal responsibility and cost effectiveness consistent with institutional protocols.*

In Part 11, of the 4 criterion measures, 1 was rated as “minimally met” and 3 were rated as “fully met”.

**Criterion Measures to be addressed in the Action Plan**

1. ATODP has adequate funding to accomplish its mission and goals  
(*Criterion Measure 11.1*)

**PART 12: TECHNOLOGY**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must have adequate technology to support their mission. The technology and its use must comply with institutional policies and procedures and be evaluated for compliance with relevant federal, state/provincial, and local requirements.*

*ATODP must maintain policies and procedures that address the security and back up of data.*

*When technology is used to facilitate student learning and development, ATODP must select technology that reflects current best pedagogical practices.*

*Technology, as well as any workstations or computer labs maintained by the programs ATODP for student use, must be accessible and must meet established technology standards for delivery to persons with disabilities.*

*When ATODP provide student access to technology, they must provide:*

- *access to policies that are clear, easy to understand, and available to all students*
- *access to instruction or training on how to use the technology*

- *access to information on the legal and ethical implications of misuse as it pertains to intellectual property, harassment, privacy, and social networks*

*Student violations of technology policies must follow established institutional student disciplinary procedures.*

*Students who experience negative emotional or psychological consequences from the use of technology must be referred to support services provided by the institution.*

In Part 12, of the 10 criterion measures, 10 were rated as “fully met” (100%).

The CAS Self-Assessment Team highlighted the following evidence confirming that technology is available for all who served by the program:

- Computer labs, Wi-Fi and hard wired internet

### **PART 13: FACILITIES AND EQUIPMENT**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must have adequate, accessible, suitably located facilities and equipment to support their mission and goals. If acquiring capital equipment as defined by the institution, ATODP must take into account expenses related to regular maintenance and life cycle costs. Facilities and equipment must be evaluated regularly, including consideration of sustainability, and be in compliance with relevant federal, state/provincial, and local requirements to provide for access, health, safety, and security.*

*ATODP staff members must have work space that is well-equipped, adequate in size, and designed to support their work and responsibilities. For conversations requiring privacy, staff members must have access to a private space.*

*ATODP staff members who share work space must have the ability to secure their work adequately.*

*The design of the facilities must guarantee the security of records and ensure the confidentiality of sensitive information.*

*The location and layout of the facilities must be sensitive to the special needs of persons with disabilities as well as the needs of constituencies served.*

*ATODP must ensure that staff members are knowledgeable of and trained in safety and emergency procedures for securing and vacating the facilities.*

In Part 13, of the 10 criterion measures, 10 were rated as “fully met” (100%).

**Strength**

- Newly renovated building – limited key access among staff in sensitive areas.

Yearly inventory management is mandated by the university and is reported electronically. The CAS Self-Assessment Team provided the following evidence confirming access, health, safety, and security of facilities and equipment availability for all who are served by the program:

- All equipment is locked up and inventoried by description and model name. Problems are reported and addressed when they occur.
- The newly renovated building floor plan identifies the updated areas such as offices, equipment storage, and confidential meeting sites.

**PART 14: ASSESSMENT AND EVALUATION**

*Alcohol, Tobacco, and Other Drug Programs (ATODP) must establish systematic plans and processes to meet internal and external accountability expectations with regard to program as well as student learning and development outcomes. ATODP must conduct regular assessment and evaluations. Assessments must include qualitative and quantitative methodologies as appropriate, to determine whether and to what degree the stated mission, goals, and student learning and development outcomes are being met. The process must employ sufficient and sound measures to ensure comprehensiveness. Data collected must include responses from students and other affected constituencies.*

*ATODP must evaluate regularly how well they complement and enhance the institution's stated mission and educational effectiveness.*

*Results of these evaluations must be used in revising and improving programs and services, identifying needs and interests in shaping directions of program and service design, and recognizing staff performance.*

*ATODP must assess systematically the following campus factors:*

- *attitudes, beliefs, and behaviors regarding alcohol, tobacco, and other drug use, abuse, and dependency*
- *consequences of alcohol, tobacco, or other drug use or abuse upon social skills; academic and work performance; property damage; policy violations; health, counseling, and disciplinary caseloads; and other indicators of problems*
- *perceptions of campus alcohol, tobacco, and other drug use norms*
- *features of the environment that abet high-risk alcohol use, tobacco, and other drug use; marketing and promotion that promotes heavy or underage consumption of alcohol; inconsistent enforcement of campus policy and community law; lack of*

*availability of alcohol-free social and recreational options on campus and in the surrounding community*

In Part 14, of the 16 criterion measures, 16 were rated as “fully met” (100%). Most recently, Student Health and Wellness designated an employee to oversee the departments’ assessment processes and maintain the calendar of annual assessments prescribed by the departmental Institutional Effectiveness Plan.

**Strength**

- Program evaluations – via Student Voice and annual departmental ATOD IEP reports.

The CAS Self-Assessment Team identified that the comprehensive assessment strategy for the program is as follows:

- Workshop evaluations, Program/Events’ evaluations, CORE alcohol Survey, and the ACHA/NCHA National College Health Assessment II Study.

**Summary of CAS Self-Assessment Findings:**

<b>Components</b>	<b>Total Number of Criterion Measures</b>	<b>Total Number of “Fully Met” Criterion Measures</b>	<b>Percentage of Compliance</b>
<b>Part 1 Mission</b>	11	9	82%
<b>Part 2 Program</b>	28	14	50%
<b>Part 3 Leadership</b>	20	20	100%
<b>Part 4 Human Resources</b>	25	25	100%
<b>Part 5 Ethics</b>	14	14	100%
<b>Part 6 Legal Responsibility</b>	8	8	100%

<b>Part 7 Equity and Access</b>	6	4	67%
<b>Part 8 Diversity</b>	4	0	0%
<b>Part 9 Organization and Management</b>	17	17	100%
<b>Part 10 Campus and External Relations</b>	9	3	33%
<b>Part 11 Financial Resources</b>	4	3	75%
<b>Part 12 Technology</b>	10	10	100%
<b>Part 13 Facilities and Equipment</b>	10	10	100%
<b>Part 14 Assessment and Evaluation</b>	16	16	100%