

University of Northern Iowa

Biennial Review Report

2012-2014

I. Description of AOD Program Elements

Substance Abuse Services coordinates alcohol and other drug (AOD) preventative, educational and supportive services on campus. The Counseling Center also provides AOD supportive services, while Human Resource Services coordinates supportive services for employees. Enforcement and adjudication oversight is provided by the Department of Public Safety, the Department of Residence and the Dean of Students Office. Services provided by these departments include:

- Presentations and prevention programming for students, faculty and staff
- Training programs for Public Safety and Department of Residence staff, and other campus departmental trainings
- Consultation and referral services for students
- Employee referrals to the Employee and Family Resources Employee Assistance Program
- Substance abuse evaluations in conjunction with the university student conduct process
- Interventions for alcohol and other drug policy violators
- Maintenance of an alcohol and other drug incident data base

Currently enrolled students may access free individual and group counseling sessions via the Counseling Center. Employees eligible for health insurance are provided access to an Employee Assistance Program (EAP). Beginning July 1, 2013, Employee and Family Resources (EFR) contracted with UNI to provide EAP services. From 2013 to 2015, the EAP contract was held by Employee and Family Resources. EFR will provide the same number of sessions, and offer more locations for counselors both in the Cedar Valley and throughout the State of Iowa, and offer national providers for our employees that work out-of-state.

II. Procedures for distributing AOD policy to students and employees

A. Employee Distribution

In compliance with the Federal Drug-Free School and Campus Regulations (DFSCR), UNI annually distributes required information via electronic mail to all UNI employees. The message is also distributed via campus mail in paper format to merit blue collar employees who may not have access to work email on a regular basis. The email subject for these distributions was, “Annual Drug-Free Schools and Campuses Regulations.” The full text of the emails and information provided are included in Appendix A.

Link to Drug-Free Workplace Pamphlet (Appendix B):

http://www.uni.edu/hrs/sites/uni.edu.hrs/files/mybenefits/drugs_alcohol_policy_brochure.pdf

Link to Drug-Free Workplace and Schools Policy: <http://www.uni.edu/policies/413>

B. Student Distribution

UNI distributes the required information to all students via electronic mail. This message was sent after the completion of the 2nd week of classes in the fall term during the 2012-13 and 2013-2014 academic years to all current students. The emails were sent after the 2nd week of classes to assure the accuracy of email addresses and thus, no messages were rejected as undeliverable. The emails were sent under the heading, “Notification from Dean of Students.” The full text of the emails is included in Appendix C.

C. Website Distribution

UNI posts the required information on the following websites: Consumer Information (<http://uni.edu/resources/consumer-info>), Safety at UNI (<http://uni.edu/safety/>), Substance Abuse Services (<https://www.uni.edu/subabuse/>), Employee Assistance Program (<http://www.uni.edu/hrs/mybenefits/eap>) and Schedule of Classes (<https://www.uni.edu/registrar/schedule-of-classes>).

III. Sanction Enforcement Consistency

A. Introduction

Alcohol continues to be the most commonly used drug among UNI students and results in the highest number of violations of the Student Conduct Code each year. While education and prevention remain a top priority, the consistent and timely enforcement of the Student Conduct Code rules and regulations is critical to the quality of the educational environment and the success of students. Enforcement is focused on harm and risk reduction and decreased recidivism. Delivery is personalized and attentive to both the needs of individual students and the community as a whole. The University enforces the Student Conduct Code (<http://www.uni.edu/policies/302>), Discrimination, Harassment, and Sexual Misconduct Policy (<http://www.uni.edu/policies/1302>), the Alcohol and Drugs Policy (<http://www.uni.edu/policies/1318>), and the Drug-Free Workplace and Schools Policy (<http://www.uni.edu/policies/413>) and documents incidents of potential rule violations. Students involved in potential conduct violations are afforded a conduct hearing in accordance with Student Conduct Code, and those students found in violation are given appropriate sanctions.

The Dean of Students is responsible for the oversight and direction of student conduct administration. Considerable authority for the administration of student conduct is delegated to

the Director of Residence Life, Assistant Directors of Residence Life, Residence Life Coordinators, and student conduct administrators working in the Dean of Students Office. Due to the diffuse nature of enforcement, the Dean of Students, the Student Assistance and Outreach Coordinator, the Assistant Directors of Residence Life work closely to ensure student conduct policies are consistently enforced.

Beginning Summer 2014, the Dean of Students Office began working consistently to apply jurisdiction to conduct of students that occurred off-campus. This resulted in increased AOD violations for off-campus incidents.

B. Clery Referral Data

We collect data in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA). These two acts along with periodic updates and reauthorizations mandate that institutions of higher education provide specific information. Annual statistics are prepared by collecting crime data from UNI Police records, the Division of Student Affairs and other Campus Security Authorities.

The total number of alcohol violations by offense type for the reporting period is included in Appendix D.

C. Good Samaritan Provision

The Student Conduct Code contains a Good Samaritan Provision which is intended to encourage students to report emergency concerns to authorities in situations when they may be reluctant to call for help (e.g. underage students are consuming alcohol when a friend becomes unresponsive due to acute alcohol intoxication). The Provision grants students immunity from university disciplinary action when they sought help for others in emergency situations. The provision stipulates the offending students, however, must agree to complete an appropriate educational or treatment program determined by the student conduct administrator. The provision applies to victims and witnesses of sexual misconduct. The policy was enacted to facilitate reporting of concerns and has served to strengthen the University response to instances of alcohol and drug abuse. Any exemption from conduct action granted under this policy only applies to conduct action and/or sanctions under the Student Conduct Code and does not apply to any criminal action taken by law enforcement, such as issuing a citation or making an arrest. Additionally, while this provision applies to individual students, if an organization has been found in violation of the Student Conduct Code, then the organization's willingness to seek medical assistance for a guest may be viewed as a mitigating factor if or when sanctions are issued.

D. Student Athlete Code of Conduct

The Athletics Department utilizes a Student-Athlete Code of Conduct (see Appendix E) that describes the expectations of student-athletes in addition to those expectations defined in the

Student Conduct Code. The Student-Athlete Code of Conduct describes levels of violations (level I and level II) and the possible sanctions associated with each type. Possible sanctions for violating the Student-Athlete Code of Conduct include: dismissal from a sports team, suspension from participation in athletic events and/or practice, and scholarship revocation. The Department of Athletics works closely with the Dean of Students in administering disciplinary action.

E. Sanctions Administered via the Student Conduct Code

Those students found responsible for violating prohibited behaviors regarding alcohol or other drugs are held accountable in accordance with the policies described in the Student Conduct Code. Accused students are requested to attend an administrative hearing to determine if they are responsible for violating the policy. The hearing is conducted by a student conduct administrator, usually a Residence Life Coordinator or a staff member in the Dean of Students Office.

The student conduct administrator determines sanctions as appropriate. More than one sanction may be imposed for any single violation, and the sanction(s) imposed on any student or organization are progressively more severe, if the student or the student organization has violated the Student Conduct Code previously.

Sanctions are structured to be consistent with the seriousness of the offense. Student conduct administrators consider several factors in determining sanctions including:

- Helping the student accept responsibility for their actions
- Helping the student learn how their behavior affects themselves and others
- Helping the student make better choices in the future
- The risk of the offender being a danger to themselves or to others in the community
- Consistency of sanction(s) with the University mission
- The impact of the behavior upon other individual(s)

In addition to the factors described above, student conduct administrators evaluate the attitude and level of understanding of the violation of the accused student, and their previous disciplinary history.

To aid in administering sanctions consistently, the Dean of Students and Department of Residence staff utilize sanctioning guidelines (Appendix F) that include standard sanctions for different levels of violations. While the guidelines do not mandate specific sanctions, it gives a strong guideline for student conduct administrators to follow to ensure consistency. Additionally, Substance Abuse Services has created various educational options for sanctions to utilize for AOD violations (Appendix G).

The University uses the Brief Alcohol Screening Intervention for College Students (BASICS). BASICS utilizes a harm reduction approach and was developed for use with college students.

BASICS is generally required in situations in which students exhibited high risk behaviors (e.g. higher blood alcohol concentration, repeat offenses, belligerence toward police, property damage).

The Dean of Students and the Director of Residence Life conduct joint training of all student conduct administrators to foster greater collaboration and consistency in sanctioning. The training includes discussion about the philosophy of student conduct administration, the factors used in determining sanctions, and guidelines for choosing educational interventions in alcohol-related offenses. The training facilitates a common framework for all student conduct administrators to use in assigning educational interventions for alcohol violations.

F. Residence Life

Resident Assistants are responsible for monitoring, documenting, and reporting all incidents of possible violations or abuse involving alcohol and other drugs in Department of Residence facilities to the appropriate Residence Life Coordinator. Documentation and reporting is conducted in the following manner:

1. A person who is found in possession of alcohol in a public area and who appears to be a minor or is known to be a minor is: a) asked for proof of age; b) told to pour out the alcohol in the nearest room or restroom sink; and c) is asked to leave the residence hall if a non-resident.
2. When a staff member responds to a room for any reason and learns underage persons may be in possession of alcohol, the staff member requests:
 - Proof of age;
 - Has minor pour out the alcohol in the manner described above;
 - Asks resident(s) of the room to have others present leave the room or the building if they are non-residents;
3. The Resident Assistants do not take responsibility for residents in situations when residents are documented or cited by University Police but not arrested or transported to the hospital or county jail. Police take the necessary steps to find someone to care for the student if necessary.
4. Resident Assistants do not transport students to the hospital or take responsibility for care of an intoxicated student.
5. All students who are documented as being present during incidents which violate alcohol policies are referred to the Residence Life Coordinator who initiates disciplinary action. Residents of a room may be held responsible if they or other minors in the room were in possession of alcohol.

G. Criminal Sanctions

UNI Police Officers who respond to Alcohol and Drug law and policy violations involving students have a degree of discretion in determining how to best respond. Several factors are considered by officers in determining the appropriate response including, but not limited to:

- The seriousness of the offense
- Impact of the crime on other individuals, property, and the community
- The level of impairment and actions of the violator
- The living arrangements of the violator and any victims
- Level of danger the violator poses to self or others
- Previous interactions with the offender

The officer may elect to arrest the student and refer the student to the Dean of Students for disciplinary action. Regardless of whether an arrest is made, the officer documents the incident and the department reports the matter to the Dean of Students using an alcohol referral form. The Dean of Students then initiates disciplinary action against the student. If the violator is not a student but attends another college or university, the referral form may be submitted to the Dean of Students who then forwards the report to the respective college or university student conduct officer.

H. StarRez and Maxient Discipline Databases

The University of Northern Iowa changed its database system from StarRez to Maxient in Fall 2013. Conduct cases prior to Fall 2013 remain in StarRez. Current student conduct files are housed in a centralized student conduct database called Maxient. The system provides functionality, tracking of prior incidents, sanction follow-up, and reporting functions. Administrators use the system to study the impact of sanctions on student behavior and specifically the recidivism rate of alcohol-related offenses. Maxient is also more efficient in counting AOD referrals for Clery.

IV. Highlights of 2012-2014 Efforts

A. UNI Employee Efforts through Human Resource Services

1. Building a culture of Employee Well-being

A Culture of Well-being

- Over the last decade, changes have been made both to the physical environment of campus and additional well-being programming and communication have increased, leading to an overall culture of well-being. Physical Additions such as the installation

water bottle refill stations, the student supported Panther Plot providing sustainable gardening, campus trail enhancements, and fresh & local fruit and vegetable options from campus vendors assisted in our University Designation of a Blue Zone Worksite, in December of 2013. This Blue Zone designation is a reminder to the campus community, the importance placed on Health and Well-being at UNI. In addition, all campus dining facilities became certified as Blue Zones Restaurants.

- In 2014, UNI was chosen for the Healthy Iowa Award in the category of University. This award is given each year by the Iowa Department of Public and the Healthiest State Initiative. The award recognizes outstanding achievements in Health and Well-being.

The Healthy Iowa Award and earning our Blue Zone Designation, substantiates the University's investment toward a healthy campus, and further highlights our commitment to a culture of well-being. This can also be shown through the programs, services, and benefits summarized below.

Holistic Programs and Initiatives

- **Biometric Health Screening:** Annually employees are encouraged to participate in one free biometric screening. Biometric screenings are offered four times per year on campus. Employees also have the option of participating in additional screenings, or a walk-in health screening at a local provider, for a small fee (\$15-\$30). Employee participation has increased 183% in the last two years.
- **Flu Vaccinations:** Free flu vaccinations are available to UNI faculty and staff each fall. In 2014, UNI provided 729 flu vaccinations to protect employees against the flu. Employee participation has increased 32% in the last two years.
- **Ergonomic Workstations:** Ergonomic analyses are offered to employees through the University Safety Manager. In addition, the University offers the choice of standing or sitting through flexibility in workstation furniture upon request. Forty-five sit/stand workstation units have been purchased since September 2014 to accommodate employee requests.
- **Well-being Challenges:** UNI Employee Well-being encourages and supports Live Healthy Iowa Challenges by providing incentives, e-mail resources, and regular communication to participants. In 2014, UNI employees who participated in the [10 Week Wellness Challenge](#) recorded 589,031 minutes of physical activity and lost 294 pounds. UNI employees who participated in the [2014 Burst Your Thirst Challenge](#) recorded 179,541 minutes of physical activity and consumed 122,883 ounces of water during the six-week challenge. Additionally, Employee Well-being supports participation in community and state initiatives, such as Bike-to-Work-Week and the Healthiest State Walk.

- **Tools and Resources:** UNI Employee Well-being provides both a Fitbit check-out program, and well-being book collection, available for check-out through our campus Library.
- **Annual Benefits and Well-being Fair:** UNI Employee Well-being hosts an annual fair with university benefit providers and well-being vendors both on campus and in the community. Over 60 providers in all participated last year with over 500 employees attending.
- **Employee Well-being Committee:** The Employee Well-being Committee is an employee-led well-being advisory committee that provides well-being leadership for employees at the university. The UNI Employee Well-being Committee's mission is to enhance the health and well-being of UNI faculty and staff through holistic programs and initiatives that support a healthy lifestyle and create a healthy environment in which to live and work. The UNI Well-being Committee meets monthly during the academic year with the UNI Health and Safety Committee.
- **Local Food Box Program:** This program for employees began in August 2013, provided through collaboration with the [Buy Fresh, Buy Local](#) program, is based on the popular community supported agriculture model. A food box is a bag of groceries filled with milk, meat, eggs, processed products, and produce, featuring products from local growers, creameries, and processors. Each week the food box has different contents, and employees can select a whole or half share, and boxes with or without dairy and/or meat.
- **Employee Communication:** UNI Employee Well-being maintains a Facebook page to provide employees and their families with information on upcoming well-being events, well-being tips and resources, and employee successes. An employee opt-in list serve is also maintained to share employee well-being news and currently has 277 subscribers.
- **Well-being Champion:** Employee Well-being maintains a monthly well-being champion on our website to recognize employees who contribute to and support the promotion of well-being among faculty and staff. This effort also raises awareness among employees of the individual efforts that are going on across a large campus.

Excellent Benefits

- **Health Insurance:** The University Provides two self-insured plan options of a PPO and traditional HMO, both with an extensive network of providers and coverage offered through Wellmark Blue Cross/Blue Shield. Employees who work at least half-time or more and are appointed for nine (9) months or longer are eligible to cover themselves, and their families

- **Dental Insurance:** Comprehensive dental coverage is provided to eligible employees through Delta Dental. Eligible employees may cover themselves and their families.
- **Group Life and Disability:** Life insurance at 1.5 times an employee's annual salary, and Long Term Disability coverage of 66 and 2/3rds salary replacement, are provided at no cost to the employee through Principal Financial Group.
- **Paid Time Off:** Full time employees are eligible for 24 days of paid vacation and 18 days of sick leave. Vacation maxes at 2 times the annual accrual. Sick leave has no maximum accrual.
- **Flex Time:** The University offers a Flextime Program, allowing alternative work schedules to be observed. This program is designed to increase public services with extended hours, to create additional job opportunities, to improve employee morale and motivation, and to enhance staff productivity.
- **Employee Assistance Program:** UNI offers extensive EAP services. Employees are eligible for 6 sessions of in-person counseling, per issue annually. In addition, they are eligible for life coaching, financial/tax assistance, legal assistance, and numerous educational sessions offered on campus, and via webinar on a monthly basis.

2. Enhanced Employee Assistance Program (EAP) Communication, Services, and Outreach

In July of 2013, UNI changed EAP providers and contracted with Employee and Family Resources (EFR). With this change UNI has been able to offer additional services to employees not previously provided. Employees are now eligible to utilize counseling services across the state and country, through a network of counselors contracted with EFR. In addition, employees now have access to financial counseling, legal counseling, life coaching, 24 hour assistances with a licensed mental health counselor, and Better Living web resources. For a full summary of EAP services, visit: http://www.uni.edu/hrs/sites/uni.edu.hrs/files/mybenefits/eap_summary.pdf or see Appendix H.

To communicate the change numerous live webinars and on-site orientations of services were provided. These were announced through InsideUNI (our employee newsletter) and through Leadership list serves. Four on-site topical sessions are provided each year for all employees focusing various topics, including stress management, yoga at work, total well-being, coping strategies and resiliency, etc. Topics are chosen based on the top reasons employees utilize EAP.

Since the change in EAP providers, utilization has increased from 5.5% in 2012/2013, to 11.4% in 2014, and 12.05% so far in 2015. We attribute this to the increase in number of counseling

providers employees can access, the increase in communication about services, and the increase in total services provided through EFR.

B. Criminal Background Checks

UNI conducts pre-employment, post-offer criminal background checking process for all non-temporary employees hired. Prior drug and alcohol-related convictions may preclude candidates from employment with the University. Simultaneously, a driver's license validation process was implemented for those positions in which require employees to operate a motor vehicle. This will reduce the likelihood of hiring a candidate who does not possess a valid license, including candidates whose licenses were revoked as a result of Operating While Intoxicated (OWI) offenses. Periodic driver's license checks are conducted to confirm drivers possess the appropriate license needed to operate university vehicles. Human Resource Services maintains a log of how cases are handled, and involves University Counsel and the respective division vice presidents in decision making, depending on the nature of the offense, and the responsibilities of the position being filled.

The University is looking to expand background checks in the future to include temporary appointments, and require self-disclosure of convictions.

C. Faculty and Staff Disability Services

The Employee Health and Well-being Coordinator, in Human Resource Services, manages activities related to disability services for faculty and staff, including workplace accommodations, workers' compensation, Family Medical Leave Act (FMLA) and other leave programs, long-term disability, and the Employee Well-being Program. Resources are provided on the Faculty and Staff Disability Services website, including all areas pertaining to disability and leaves, as well as providing a process for requesting disability accommodations, sending annual DFSCR notifications to employees, and engaging in the interactive process between employees and supervisors. The coordinator also answers questions pertaining to drug and alcohol resources, and implications of the Americans with Disabilities Act (ADA), including employees with alcohol or other drug related concerns affecting the employee's ability to perform on the job.

The Coordinator also serves as an ex-officio on the Disability Advocacy and Advisory Committee (DAAC). This is a Presidential committee that serves campus in addressing advocacy and accessibility related concerns through campus collaboration.

Disability Services Outreach Efforts

Educational sessions on the Family and Medical Leave Act and the Americans with Disabilities Act are provided in the Fall and Spring. The sessions are open to both employees and supervisors, and are only to provide information on the Federal Laws and provide the

University's process for application of the laws. Sessions are announced through InsideUNI (employee newsletter) and Leadership e-mails.

In addition, Faculty and Staff Disability services are provided annually at the Employee Benefits and Well-being Fair, and annually at the Diversity Fair. Both events are well attended by Faculty and Staff.

D. UNI Police Programming

UNI Police have focused alcohol and drug prevention on presentations to the student body. The programming also focuses on safety for the individual and their friends. The department has consistently attempted to target the time frames before homecoming and spring break when alcohol and drug abuse are apt to occur. The programming has taken place in the residence halls, Wellness and Recreation Center and Maucker Union. The events have been well attended. In the last two years we have been able to include our funding from the Governor's Traffic Safety Bureau to present 12 sessions of alcohol awareness programming.

E. Continued Provision of Alcohol and Marijuana Prevention/Education Online Programming with First-Year Academic Courses

During this review period, the e-Checkup To Go online programs for alcohol and marijuana continued to be offered to the Cornerstone First-Year Experience academic course as well as with the Strategies for Academic Success academic course for new student athletes.

F. Continued Orientation for New Greek Students

Greek New Member Orientation has continued each semester through this review period. This training includes alcohol, other drug and violence prevention strategies.

G. Continued Provision of SafeRide Shuttle Service

SafeRide was launched in October of 2007, in conjunction with the Homecoming Celebration. SafeRide regular operations started on Friday and Saturday nights at the beginning of the fall 2008 term. SafeRide runs from 10:00 p.m. to 2:00 a.m. and provides transportation between campus, downtown, and major housing areas. The service is intended to provide an alternative mode of transportation for students who have been drinking. Approximately 10,000 rides are given to students each year with Homecoming being the busiest time of year. Ridership statistics are included in Appendix I.

H. Continuation of Student Success Online Program

Student Success: Unless There's Consent, Sexual Assault Prevention online program was implemented for all new undergraduates entering UNI in the fall 2010 (first year and transfer students). Students are required to complete the course by the beginning of fall term with a score

of 80 percent or higher on the post-test. One example of information provided to students regarding this program may be found under Appendix J.

Alcohol and sexual consent is a critical theme throughout this program. For example, content discussion includes the impact of alcohol on decision making and communication, as well as a focus on empowering students to be pro-social, active bystanders. Through this review period, 6,948 new undergraduate (first-year and transfer) students successfully completed this program.

I. Continuation of Mentors in Violence Prevention

The Mentors in Violence Prevention (MVP) Model is a gender-violence, bullying, and school violence prevention approach that encourages men and women from all socioeconomic, racial and ethnic backgrounds to take leadership roles among their peers, on their campuses and in their communities. MVP training is focused on an innovative "bystander" model that empowers each student to take an active role in promoting a positive school climate. The heart of the training consists of role-plays intended to allow students to construct and practice viable options in response to incidents of harassment, abuse, or violence before, during, or after the fact. Students learn that there is not simply "one way" to confront violence but that each individual can learn valuable skills to build their personal resolve and to act when faced with difficult or threatening life situations.

MVP utilizes many facilitation programs. The most common program facilitated with students at UNI is the alcohol and consent program. Through this review period: a) 1,840 students have been trained in this program; and b) each semester, 25-35 students, faculty and staff participate in the Train-the-Trainer program, which equips them to facilitate MVP modules on campus and in the community.

J. Healthy Campus Coalition Continues

The Healthy Campus Coalition (HCC) is an initiative led by the Division of Student Affairs that takes a campus-wide approach to creating a university environment that supports the health, wellness, and safety of its members through awareness, education, policies, practices, and services. This included alcohol and other drugs. The goals, actions, and outcomes of the HCC will be evidence driven and based upon sound assessment tools.

The HCC consists of individuals representing groups or departments which have a unique opportunity to assess and understand the needs, concerns, and interests of UNI's diverse populations and to positively influence their health and well-being. The groups and departments include: Department of Residence, Student Involvement Center, Employee Well-being, Dean of Students Office, Cornerstone Class/First Year, Intercollegiate Athletics, Health and Recreation Services, Student Wellness Services, Northern Iowa Student Government and the Academic Learning Center. The HCC meets 3 times per semester, the fourth Tuesday of the month, 3:30 – 4:30 p.m.

HCC work during this review period may be found in Appendix K.

K. Continuation of ACHA-NCHA

The American College Health Association - National College Health Assessment (ACHA-NCHA) was first administered at UNI in February of 2008. The second administration occurred in February of 2009. The third administration occurred in January and February 2011. The fourth administration occurred in January and February 2013. The ACHA-NCHA is used nationally to gather data about students' health habits, behaviors, and perceptions. The survey includes questions concerning, general health, health education, safety, nutrition, weight and exercise, alcohol, tobacco and other drug use, sexual health, sexual victimization, mental health, impediments to academic performance and various demographic information.

In 2013 (the polling period during this review), a random sample of 4,000 UNI undergraduate and graduate students, full-time-enrolled, between the ages of 18-26 were invited to complete the assessment. In 2013, 561 students completed the assessment. Appendix L highlights the following data from 2013, which serves as a key indicator for evaluating subsequent prevention and intervention initiatives: academic impacts, alcohol use during the past 30 days, perception of peers' alcohol use, binge drinking rates, negative consequences from drinking, drinking and driving prevalence, hours spent partying, number of drinks consumed on last drinking occasion, and use of various protective/risk reduction strategies and demographic information. The survey will be re-administered every other year with the most recent administration occurring in the spring of 2015.

L. Progress on 2010-2012 Biennial Review Recommendations for 2012-2014

1. Review student conduct administrator sanction guidelines for alcohol and drug violations and track sanctioning to make sure it is consistent between hearing officers.
 - a. A brief update to the sanctioning guidelines was conducted in Fall 2012 in which all student conduct administrators were trained on the need for sanctioning consistency. A complete revision of the sanctioning guidelines for student conduct administrators was completed in Spring 2014 that resulted in the creation of formal written guidelines for student conduct administrators to follow. Additionally, parental notification was added philosophically to the guidelines for sanctioning and have now been used more frequently in second AOD offenses and serious first offenses.
2. Plan, evaluate and implement key Healthy Campus Coalition (HCC) action steps around alcohol abuse as appropriate.
 - a. Create a promotional campaign, led by students, with a message and logo that "it's OK not to drink" and "you can have a great college experience without alcohol"... discussing with students groups, like sororities or other high

as part of the orientation process at UNI. Instead, another approach will be taken, as outlined in 2014-2016 Recommendations, number 1. below.

4. Consider any necessary additions to the Employee Background Check Policy, and Drug-Free Workplace Policy. Additions may be deemed necessary to further enhance campus health and safety efforts, and employee wellness.
 - a. Human Resource Services wishes to maintain this goal for the next review period as they are still working toward this goal.
5. Increase campus awareness and utilization of EAP through our new provider and additional resources now available.
 - a. Human Resource Services feels this goal was fully met.

V. Recommendations for 2014-2016

1. In the fall of 2016, the new UNI Now! extended orientation program will be in its second year. It is proposed that as part of the programming, an alcohol education component be added into the week's schedule.
2. Expanded collaboration between UNI Police and Student Wellness Services for alcohol awareness and educational efforts. The intended benefit would be enhanced programming, consistent messages in presentations, reaching specific groups whom previous efforts have not, and bringing creativity to the programming to increase the number of students we can reach.
3. Inventory all UNI alcohol-free programming targeted at students (i.e. Student Involvement Center, Residence Life, Student Wellness Services, etc.).
4. Consider any necessary additions to the Employee Background Check Policy, and Drug-Free Workplace Policy. Additions may be deemed necessary to further enhance campus health and safety efforts, and employee wellness.