Biennial Review of Drug and Alcohol Policies and Programs

June 2012-14

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1.0 Introduction: Statement on Alcohol and Other Drugs (AOD)

Virginia Polytechnic Institute and State University, henceforth referred to as Virginia Tech, complies with the requirements of the Higher Education Act. The use of drugs is incompatible with the goals of an academic community. Further, the possession and use of alcoholic beverages is prohibited on all university properties except under limited and controlled situations. Virginia Tech has established policies that apply to the university as an educational institution and as a workplace.

The Division of Student Affairs strives to create and maintain an environment, on campus and in its environs, that supports state and federal laws pertaining to alcohol and other drugs. Its code of conduct, internal and external messages, educational offerings, and programming, for example, all reinforce what statutes require. The Department of Human Resources coordinates an awareness program and distributes communications regarding a drug-free workplace and access to employee assistance programs.

Virginia Tech endeavors to go beyond the law to foster healthy lifestyles and to discourage high-risk drinking, even if such might be legal. To that point, Virginia Tech is certainly concerned about underage drinking. However, the university is also concerned about students of age who consume frequently and to excess, since alcohol abuse, even if not prohibited by statute, exacts a societal cost and is inimical to personal and academic success.

Although university efforts generally focus more on alcohol than other drugs due to the fact that alcohol is overwhelmingly the most common “drug” of choice on campus, Virginia Tech also supports laws that pertain to drugs and works to effect compliance and healthy practices.

In October 2010, then Vice President for Student Affairs, Dr. Edward Spencer, established an alcohol task force composed of faculty, staff, and students, which was charged with identifying measures that would reduce harm, injuries, and fatalities related to the misuse and abuse of alcohol. This task force developed a comprehensive report and made a number of recommendations which have borne fruit. In fall 2013, the new Vice President for Student Affairs, Dr. Patty Perillo, established a new task force, dedicated to a healthier Virginia Tech Community, which will reinforce the successful work of the previous task force. It hopes to launch a bystander program which should reduce difficulties both with excessive alcohol consumption and potentially associated sexual misconduct. The group was formed in spring 2014, and will continue in fall 2014.
2.0 Statement of AOD Program Goals

The Campus Alcohol Abuse Prevention Center (CAAPC) in the Division of Student Affairs takes the lead role in AOD programming for students. This office was established in fall 2001 to provide leadership in the development and evaluation of alcohol abuse prevention efforts on the Virginia Tech campus and in the Blacksburg Community.

CAAPC Goals:

- Design, pilot, and seek to institutionalize innovative, research-based programming and prevention efforts for the student community.
- Coordinate the strategic planning and implementation of alcohol abuse prevention efforts in order to maintain consistency in the prevention messages promoted by offices and departments at Virginia Tech.
- Monitor and report to the university community, on an annual basis, the alcohol use behaviors of Virginia Tech students and the status of alcohol abuse prevention efforts.
- Serve as a consultant, provide support, and act as a clearinghouse for campus-wide and Commonwealth efforts to prevent alcohol abuse among college students.
- Seek local, state, and federal grants to support the development, evaluation, and dissemination of alcohol abuse prevention programs for students.

The CAAPC attempts to create and support an environment free from high-risk drinking and negative alcohol related outcomes. It seeks to foster positive and ethical decision making, accountability, and resiliency; and it tries to guide students toward healthy and productive lifestyles.

CAAPC programs are intended to a) engage students, faculty, and staff in alcohol-related issues and concerns; b) increase knowledge and skills related to appropriate (and legal) consumption of alcohol using a harm-reduction approach; c) encourage students to be accountable for outcomes related to their alcohol use decisions; and d) guide students in the exploration of core values, decision making, and personal and professional goals as they relate to personal alcohol consumption.

Virginia Tech has stated its commitment to the health and welfare of the university community in the university’s Strategic Plan, and has demonstrated this commitment by providing significant resources to establish a university wellness program for employees. The mission of the employee wellness program – Hokie Wellness – is to deliver programming and information that focuses on the physical, emotional, social, and financial well-being of all employees.
3.0 Description of AOD Program Elements, Key Offices, and Accomplishments

There are a number of university offices that work to assure compliance with the Higher Education Act and Virginia Tech’s drug and alcohol policies.

3.1 Programs and Services for Students

3.1.1 The Task Force to Reduce Alcohol Harm, Injuries and Fatalities; and The Task Force for a Healthier Virginia Tech Community

The thoughtful, creative work done by the Task Force to Reduce Alcohol Harm, Injuries and Fatalities, charged in October 2010 by then Vice President of Student Affairs, Dr. Edward Spencer, and the excellent work done by the Campus Alcohol Abuse Prevention Center on campus resulted in a rather extraordinary accomplishment for the just completed biennium in the area of alcohol use and abuse.

In 2008 the at-risk drinking rate (which is measured by the number of students who will consume more than 4 and 5 drinks, for female and male students respectively, on occasions when they consume) had been at 60.1 percent. That alarmingly high number happily declined to 56.9 percent in 2010. Additionally, in 2012, the percentage fell still further to 50.8 percent; and in 2014, this positive slide continued to 46.5 percent. These encouraging results, obtained from statistically valid surveys administered in the same way on all four occasions, thus show a salient reduction of 13.6 points in problematic drinking between 2008 and 2014. This in turn signals real and steady progress on an important metric related to unhealthy alcohol consumption. And, most importantly, the at-risk group represents a clear minority for the first time. This has positive implications for social norming.

Building on strength, the new Vice President for Student Affairs, Dr. Patty Perillo gave the charge for a new Task Force in fall 2013. The Task Force for a Healthier Virginia Tech Community will continue to pay attention to alcohol matters, but it also will seek to deal with eight dimensions of health and wellness, including those that pertain to academic, occupational, physical, emotional, cultural, environmental, social and spiritual health. Naturally the proper use of alcohol and legal drugs is directly related to progress in each of those dimensions for healthy living. Further, this second task force will select a new program to organize, encourage and drive positive bystander and pro social behaviors by students. By this means, we will be able to better apply multi-generational approaches to matters that pertain to alcohol and other drugs. In addition, our bystander programming will discuss and teach about ways that students can intervene with other students, both directly and indirectly to create a healthier campus community. This task force, which is composed of a broad body of faculty, staff, and students, committed to the content of the title—A Healthier Virginia Tech Community—made good progress at the end of fall 2013 and spring 2014. The Task Force has taken a break during the summer and will resume in fall 2014.
Coffee House and Late Night Programs in the Student Center

Over the past two years, the university has experienced some success with no-alcohol alternatives, offering a coffee house program and late evening social programs in the Squires Student Center periodically on weekends. These offerings serve students who would like to socialize without alcohol. In times of narrowing budgets, it will be difficult to maintain, but we shall put forth our best effort to continue these programs.

3.1.2 Campus Alcohol Abuse Prevention Center (CAAPC)

The educational philosophy of the CAAPC is based on the presumption that students should make informed alcohol use decisions. The CAAPC supports compliance with the laws of the Commonwealth as well as university regulations, and underlines the conviction that intoxication cannot excuse inappropriate or wrongful acts. For those who choose to drink, the office recommends and supports doing so in a legal, appropriate, and low-risk manner. Students are expected to take responsibility for their alcohol-related behaviors and to respect the choices of those who do not wish to drink. In addition, students are encouraged to hold other students accountable through positive peer influence.

CAAPC offers services that help students achieve academic success and foster personal growth and the development of life skills. The office has expertise in motivational interviewing, a technique that works very well with students who have serious problems with alcohol and other drugs, as well as counseling and alcohol education. In addition to the CAAPC staff, approximately 12 students serve as peer educators at a para-professional level.

Specific services include:

*Moderation Training:* CAAPC offers educational sessions, psycho-educational groups, and individual consultations for students who want to moderate their alcohol consumption. These programs meet requirements that may be imposed on offenders by state courts. Many of these sessions tend to be interactive, and thus they are not only well intentioned but tend to reach students.

*Outreach:* CAAPC staff members provide educational programs to students, faculty and staff, including department meetings, classroom and residence hall programs, presentations to athletic and club sport teams, and other student organizations. Programs are interactive and tailored to meet the needs of each particular group.

*Education Campaigns:* CAAPC creates, delivers, and evaluates educational programs, including social norms marketing activities, alcohol overdose, laws and policies, low-risk consumption of alcohol, and secondary negative outcomes.

*Media Campaigns:* CAAPC creates, delivers and evaluates social marketing campaigns, including both traditional media (posters, table cards, marketing TVs, and media events) and social media (Facebook and Twitter).

*Alternative Social Activities:* CAAPC coordinates their own programs, as well as their partners’ programs with other departments and student organizations to provide alcohol-free activities that occur during the hours of 9:00pm and 1:00am on Thursday – Saturday nights.
Training: CAAPC staff members customize, deliver, and/or evaluate alcohol-related training sessions principally for members of the Virginia Tech community. Office members also deal with other issues that can be influenced by alcohol use, such as campus violence, sexual assault, and drug use.

Evaluation: CAAPC administers a biennial survey of student alcohol use, beliefs, perceptions, and related outcomes. In addition, the CAAPC conducts focus groups, intercept surveys, and follow-up surveys to evaluate specific program components.

Consultation: CAAPC staff members provide free consulting services on program development and evaluation to the Virginia Tech community.

Overview of CAAPC Accomplishments and Activities

Preventive Education: The center provides a number of education efforts that are preventive in nature.

First-Year Students:

Web-Based Alcohol Education: During the past biennium the office shifted from Alcohol Wise to Alcohol Edu. The first was a strong product, but the second was judged to have slightly better features. During the past biennium students completed this on-line course at a 99 percent plus rate. Those who failed to finish the on-line class by the end of the fall term were registered for a two-hour in person class during the spring semester, and charged an elevated but not inappropriate fee.

Summer Orientation: The summer orientation program for all freshman and transfer students focuses on: a) the negative role of alcohol in violence against women; b) community standards on alcohol; c) alcohol and academic success; and d) the judicial policies and Commonwealth laws concerning alcohol, other substance use, and sexual assault.

Alcohol and Academic Success Brochure: The brochure is handed out by each of the colleges during their orientation program. The brochure provides information on the relation between alcohol use/abuse and academic success, the short-term effects on sleep, memory, concentration, and steps that can be taken to optimize academic success.

“Say Something” Brochures: Distributed to all first-year students during the first four weeks of the academic year, this brochure addresses alcohol overdose and secondary negative outcomes. The goal of this publication is to increase knowledge of the warning signs of alcohol overdose, to explain when and how to intervene with someone who has consumed too much alcohol, to prevent alcohol-related traffic incidents, and to address peers high-risk drinking.

“Hokies for Party Positive” Facebook Page: In fall 2011 the CAAPC launched a Facebook fan page. The Facebook page seeks to inform students about alcohol, other drugs, navigating college life, and moderating alcohol consumption. Posts also support the Division of Student Affairs “Aspirations for Student Learning.” The page is administered by CAAPC staff and peer educators.
Campus-Wide Programming:

**Residence and Dining Hall Programs:** The Center has two standard residence hall programs that are facilitated by Peer Educators: 1) the “Party Positive Bar,” and 2) “Party Positive T-shirt Campaign.” Both of these programs seek to teach students how to calculate a standard drink so they can track consumption, how to estimate blood alcohol level, and preventive behaviors that can reduce or eliminate negative outcomes associated with alcohol. Peer educators have facilitated a number of these programs each semester.

**Curriculum Infusion:** The “While You’re Away” program encouraged faculty to invite the CAAPC to make presentations to academic classes. The focus of the CAAPC programs is to provide presentations tailored to the specific academic discipline. In 2012-14, a number of these offerings were presented, reaching hundreds of students.

**Media Campaigns:** For the past biennium we have used a media campaign called “Party Positive.” This campaign is designed to increase the use of protective/preventive behaviors. Each semester there are seven, two-week campaigns including: a) “Do You Party Positive?;” b) “HYDRATE or Hangover, U Decide;” c) “EAT B 4 U Drink,” d) “DESIGNATE a Non-drinking Driver,” e) “PACE It’s Not a Race,” f) “TRACK Number of Standard Drinks,” and g) “CHOOSE When and What U Drink.” Each campaign uses table cards in dining facilities, posters placed around campus and distributed to all resident assistants, advertisements on marketing televisions in the workout spaces of recreational sports facilities, posts on the Facebook page, and giveaways. In addition, two events are held for each campaign, either in or around dining centers or in the student union.

**Alternative Social Activities:** CAAPC coordinates with student organizations and residence halls to provide an entertainment series at an on-campus coffee shop from 9 to 11pm every Friday that school is in session. The Center also supports a number of alcohol-free activities that occur on Thursday, Friday, and Saturday nights, and other high-risk drinking occasions, including an alcohol-free tailgate.

- **Off-Campus Programming:**

  **“Meet Your Neighbor”:** This program is a joint program with the Neighborhood Services, Department of the Town of Blacksburg, and the CAAPC. Materials are distributed to approximately 2,000 residents during the last weekend of August in five neighborhoods who have reported problems with alcohol-related behaviors.

- **Student Leadership**

  The IMPACT peer education and prevention team consists of 12 to 14 students who receive 40 hours of training on alcohol-related issues and facilitation skills over the course of the year. Each year, this team implements dozens of programs and facilitates scores of classes for students referred through the student conduct system. It also implements four to six programs in residence halls, and facilitates educational programs for six to eight fraternities and sororities.
Remedial Classes

Students who are found responsible by the Office of Student Conduct for violations of the university alcohol and other drugs policy are referred to one of three programs: a) Party Positive for lower level violations of the alcohol policy; b) Making Positive Choices for alcohol violations where students experience negative outcomes; c) Individual Consultations for alcohol violations that put the student or others at risk, and d) Individual Consultations for violations of the drug policy. The CAAPC also accepted enrolled students who were referred from courts that do not refer students to the Office of Student Conduct (those courts outside of Montgomery County). Students who participate in these programs are assessed a mandatory but reasonable fee.

**Party Positive:** Using a harm reduction approach, this class addresses: 1) alcohol consumption patterns of students at Virginia Tech; 2) Virginia and Virginia Tech alcohol laws and policies; 3) how to calculate a standard drink, 4) how to estimate blood alcohol level, and 5) tolerance. The class explores “positive drinking”, including choosing not to drink, lowering risk, and adopting specific consumption guidelines and protective/preventive behaviors. The program consists of a 2-hour session, a post-class and 30-day follow-up online assessment, and personalized feedback. Peer educators under the supervision of Center staff facilitate a class of 10 to 12 students. There were 316 classes offered in 2012-13 and 423 classes in 2013-14.

**Making Positive Choices:** This class of six to eight students meets for two, 2-hour sessions. It includes an on-line assessment and personalized feedback between the two sessions and 30-days following completion of the course. Participants also keep a daily drinking log that is reviewed by the facilitator. The course covers all of the material from Reality Check, and reviews self-management strategies for monitoring and controlling consumption. Professional staff from the Center facilitate the course. There were 223 classes offered in in 2012-13 and 204 in 2013-14.

**Individual Alcohol Consultations:** Referred students meet one-on-one with a staff member from the Center for two to six 50-minute sessions. These one-on-one consultations provide students the opportunity to discuss personal habits and behaviors surrounding alcohol. The first two consultations use the BASICS (Brief Screening and Intervention for College Students) model and motivational interviewing techniques. The sessions provide the student with an opportunity to self-reflect and examine personal decision-making. The students gain an understanding of how to change their habits and make wise decisions when confronted with situations that involve alcohol. There were 215 offerings in 2012-13 and 235 in 2013-14.

**Individual Drug Consultations:** Paralleling the Alcohol Consultations discussed above, referred students meet one-on-one with a staff member from the Center for two to six 50-minute sessions. The first two sessions uses an adapted version of BASICS. There were 30 referrals in 2012-13 and 48 in 2013-14.
Programs for High-Risk Groups

Additional efforts were made with high-risk students including Greeks and Athletes.

*With respect to Greeks (those in social fraternities and sororities):* In this period CAAPC and the Assistant Vice President for Student Affairs facilitated several presentations. These presentations used a harm-reduction approach to alcohol abuse prevention with the goal of increasing knowledge concerning alcohol, improving decision-making, and reducing negative outcomes. The presentations also made use of the W.H.O. alcohol audit form to give collective feedback to various organizations.

*Athletes (Varsity Athletes and Club Sports):* The brochure, “Alcohol’s Effects on Athletic Training and Performance,” is used by both athletics and sports clubs to address alcohol use and abuse.

### 3.1.3 Department of Housing and Residence Life

This department strives to address and reduce problems and transgressions related to alcohol and other drugs in residence hall facilities. Both para-professional staff (resident assistants) and full-time professional staff provide oversight and preventative efforts in this regard. By way of illustration, in university housing, resident advisors submit student conduct referrals about residents who commit alcohol infractions; staff members refer those who may be reliant on alcohol to counseling services; and health oriented programming, which underscores problems associated with the misuse or abuse of alcohol is offered periodically in residence halls.

Over the past two years, the Office of Housing and Residence Life in conjunction with the Student Conduct Office has sought new ways to underline the importance of compliance with university rules and legal statutes that apply to drugs and alcohol. For example, it has helped to apply activities such as community service and reflection papers to enhance and reinforce the impact of conduct or legal sanctions. It also applies an approach called “Orange Obligation and Maroon Mindset” which emphasizes conscious and ethical choices related to alcohol use and abuse.

### 3.1.4 Office of Fraternity and Sorority Affairs

During the 2012-14 period, the Director of Fraternity/Sorority Life worked assiduously to address misuse of alcohol that took place on certain occasions in some Greek houses. The Director and staff worked as thoughtful advisors, helped to provide information on risk management, served as an adjunct to the conduct office in enforcement, and acted as a stimulus for thoughtful reflection (by encouraging groups to return to founding principles), which by and large encouraged appropriate self-regulation.

During the past two years, continuing programming including the Risk Management Institute to help students manage, in a responsible, safe and legal manner, parties that are part of collegiate social life, and which typically take place off campus. The office is also incorporating alcohol/drug policy into its program of leadership development. The event registration process will be strengthened to avoid issues that can arise with respect to parties.
During the past biennium, the Vice President for Student Affairs who manages the health and wellness areas also utilized the WHO audit on alcohol to one fraternity and one sorority to give members a better idea of how they functioned as a group on important matters related to moderation management. This pilot project was well received and may be applied systematically in the future.

3.1.5 Varsity Athletics

Virginia Tech and the Department of Athletics believe that alcohol and drugs have no place in intercollegiate athletics participation. The Department of Athletics has developed the Substance Abuse Program, which is designed to promote the physical and mental health of its student-athletes while protecting their individual rights to privacy. The program is administered by the Substance Abuse Committee, which is composed of representatives from the Cook Counseling Center and athletic department personnel.

The comprehensive year around program consists of random testing as well as testing for improper drug use on the basis of reasonable suspicion or in response to a voluntary request from a student-athlete or request by the coach. In addition, the program emphasizes education and preventative programs and counseling.

The entirety of the Substance Abuse Program administered by the Athletics Department can be found within the Student-Athlete Handbook located at: http://www.hokiesports.com/sahandbook/.

3.1.6 Schiffert Health Center and Cook Counseling Center

During the 2007-09 period, the Schiffert Health Center conducted a program of practical research in which it tracked injuries and made confidential inquiries if such had been related to alcohol use and misuse. The correlation was positive, which confirmed a hypothesis of the center. This information was then shared with students to help illustrate negative effects of the misuse or abuse of alcohol. The Center plans to repeat this study in upcoming biennium as part of its quality improvement efforts. The Director also inquires about alcohol and drug use as part of the compilation of social history for the students she sees to help individuals deal better with personal risks or challenges.

The Cook Counseling Center employed a counselor with special expertise in matters related to drugs and alcohol to work directly with clients, as well as to advise and consult with the CAAPC. Staffs from these two Centers also co-facilitated a 90-minute substance abuse counseling group each week. Finally, in the upcoming year, we have hired a full time intern to work on matters related to both alcohol and drug misuse. That person will be supervised in a collaborative way by CAAPC and by Cook Counseling Center.

3.1.7 Office of Student Conduct

The Office of Student Conduct is a purposeful partner of CAAPC. The latter office is principally proactive and educational in its approach. In contrast, the former office creates incentives for responsible and lawful comportment by subjecting students who engage in alcohol misbehavior to school discipline.
In the past two years, the Office of Student Conduct continued to notify parents, as legally appropriate, when their underage sons or daughters committed an infraction of the drug and alcohol policy, thus bringing parental influence, discipline and good counsel to bear. This occurs even if the offense is a minor or first-time incident.

While the Office of Student Conduct focuses more on enforcement than prevention, it nonetheless tries to incorporate elements of education into its operations. Thus, conduct sessions that occur with students frequently serve as teachable moments: conversations that supplement the hearing, can underlie the professional and personal importance of legally compliant action. For example, students who have violated alcohol policy may be directed to complete a Strengths Quest exercise, write a reflection paper, or engage in purposeful community service to deepen their comprehension of the situation. The Student Conduct Office supports outreach efforts during orientation, in the residence halls, and with a variety of student groups, again to try to prevent problems before they develop.

The Office of Student Conduct no longer follows a three-strike policy, finding that it was too mechanistic and could be confusing (since one violation could result in two strikes). However, the Office does provide real sanctions: suspension, deferred suspension, and probation are frequently found outcomes. In matters that relate to illegal drug use, enforcement is strict. Use of even small amounts of marijuana can result in suspension or stayed suspension.

### 3.2 Programs for Employees

Because there are few drug and alcohol related incidents involving campus employees, the university’s approach to AOD programming for employees is focused on the individual. The Department of Human Resources makes supervisors and employees aware of the programs and services available to provide coaching, counseling, and referrals. This is accomplished through programs such as new employee orientation, the annual mailings described in section 5.0, the Hokie Wellness program, the annual employee benefits and wellness fair, supervisory training, and the Employee Assistance Program. Offices in the Department of Human Resources are available to assist employees and supervisors in accessing appropriate resources within the university and the community include Employee Relations, Hokie Wellness, and University ADA Services.

If a mandatory referral to the Employee Assistance Program is pursued, there is an effective follow up for referrals involving alcohol/drug related issues. The State’s Employee Assistance Programs will work jointly with the employee and manager throughout the referral process to advise of employee attendance and at the conclusion of counseling to inquire how the employee is performing/behaving in the work setting. Employee Relations follows up with the supervisor to check on employee progress. Employee Relations follows up with the EAP as needed.
3.3 Other Institutional Programming Areas

3.3.1 Campus Police

Alcohol and substance abuse play a role in crime and crime prevention. Police Department presentations devote a significant amount of time devoted to such topics. During the 2011-12, 2012-13 and 2013-14 academic years, the department provided 22, 81, and 134 presentations respectively.

3.3.2 Women’s Center

The Women’s Center, as part of its programmatic offerings, addresses the connection that immoderate use of alcohol (and the use of drugs) can have on violence (physical or sexual) toward women, especially as such informs consent. It acknowledges the facilitative role that alcohol and other drugs can have in this arena without excusing predatory behavior or further victimizing victims.

4.0 Alcohol and Other Drug Policies

The commitment to promote the health and wellness of the university community is further supported by university policies for students and employees.

University Policy 1015, Alcohol Policy, defines restrictions relating to the serving of alcoholic beverages on university property. Possession and use of alcoholic beverages is prohibited on all university properties except in certain facilities.

University Policy 1020, Drug-Free Workplace Policy, states that the use of illegal drugs or abuse of controlled substances is incompatible with the goals of an academic community. The policy prohibits the use, possession, or manufacturing of any unlawful drug or controlled substance.

University Policy 1036, Student Athlete Substance Abuse Policy, articulates the Athletics Department’s prohibition of substance abuse by student athletes, describes substance abuse education and counseling programs, describes the drug testing program, and describes sanctions.

University Policy 8300, University Policies for Student Life, provides expectations, regulations, and suggestions that guide student behavior and interaction as members of the campus community, and are rooted in concerns about safety, security, and the welfare of the community. Violations of the regulations can result in intervention by professional staff from the Division of Student Affairs, conduct referrals, and educational and/or punitive sanctions.

University Policy 4061, Drug and Alcohol Testing Guidelines, outlines Drug & Alcohol Testing Guidelines for those whose job requires a Commercial Driver’s License (CDL). The policy requires all employees whose jobs mandate the possession of a CDL to be tested pre-employment and to be subject to a random testing process. A random testing list is generated in Human Resources; supervisors are notified and make appointments for their employees, then supervisors tell employees on the day of the appointment to report for testing.
University Policy 4345, Employee Assistance Program, describes the Employee Assistance Program that provides confidential short-term intervention, assessment, and referral services for employees who may be experiencing a broad range of problems such as depression, anxiety, stress or other emotional problems; alcohol and/or drug abuse; and other concerns that may affect an employee’s job performance.

Virginia Tech Faculty Handbook provides policies applicable to all faculty employees and provides the basis for sanctions and Employee Assistance Program referrals.

Virginia Tech Staff Employee Handbook provides information about benefits, programs, and policies that apply to full-time, salaried staff employees at Virginia Tech. It summarizes University Policy 1020, Drug-Free Workplace Policy and the possible penalties for violations of the policy.

Virginia Department of Human Resources policy 1.60, Standards of Conduct references Virginia Department of Human Resources policy 1.05, Alcohol and Other Drugs and guides management in the disciplinary process.

5.0 Procedures for Distributing Information

5.1 Student Notifications

Students are exposed to these requirements through a variety of methods described below.

- It is discussed in the Summer Orientation Program which takes place for all new students in 12 sessions each summer.
- It is supported by mailings sent by the Office of Undergraduate Admissions.
- Pertinent material is posted in residence halls.
- It is underscored by the on-line prevention class that all students are required to take as part of their acceptance to university.
- It is reinforced by remedial classes.
- It is explained in the Hokie Handbook or the University Policies for Student Life (U.P.S.L.)
- It is intermittently addressed in town halls meetings, such as in a town hall session on marijuana use and penalties (a small student group following developments in the national news hoped that marijuana use might be decriminalized in Virginia).
- It is explained by a variety of campus officials in residence halls and a multitude of other student forums.
- It is included in the “Annual Notice” to all students
Student materials include:

- The University Policies for Student Life
- “Alcohol and Academic Success” Brochure
- “Say Something” Brochures
- “Alcohol’s Effects on Athletic Training and Performance”

5.2 Employee Notifications

The Department of Human Resources maintains an awareness program for employees.

- All new salaried faculty and staff receive the following information during orientation sessions conducted by Human Resources:
  - Alcohol and Drug Policy Summary
  - University’s Statement of Business Conduct Standards, which includes information about the university’s drug and alcohol policies
  - Annual Notice on Rights and Responsibilities, including the following:
    - Specific acts subject to disciplinary action
    - Information regarding counseling, treatment, and rehabilitation programs offered by the university and available in the community
    - Links to attachments covering: Controlled Substances Uses and Effects; Federal Trafficking Penalties; Virginia Drug Penalties
  - Wellness and employee assistance programs (www.hokiewellness.hr.vt.edu/Emotional.aspx)
  - Relevant handbooks (Staff handbook and Faculty handbooks)
- The Departmental Checklist for New Wage Employees references the drug and alcohol policies.
- Orientation for new wage (non-salaried) employees, which is the responsibility of the hiring department, is guided by a checklist of topics to be covered by the supervisor, including drug and alcohol policies.
- All employees, including student workers, receive the “Annual Notice on Rights and Responsibilities of the Virginia Tech Community”. The annual notice is provided to employees electronically, and a paper notice is provided to departments to distribute to employees who do not have access to electronically distributed materials. The notice includes information regarding the university’s policies on alcohol and drugs, and complies with the requirements of federal and state drug and alcohol regulations.
  - Specific acts subject to disciplinary action
  - Information regarding counseling, treatment, and rehabilitation programs offered by the university and available in the community
  - Links to attachments covering: Controlled Substances Uses and Effects; Federal Trafficking Penalties; Virginia Drug Penalties
- The Hokie Wellness website provides information about signs and symptoms of drug and alcohol abuse and advises employees as to how to seek assistance with these problems. In addition, the Hokie Wellness staff provides training regarding drug and alcohol use/abuse to supervisors and employees upon request.
- The Department of Human Resources Wellness Fair for employees includes representatives from the Employee Assistance Program.
5.3 Annual Campus Security and Fire Safety Report

The Virginia Tech Police Department’s annual Clery report articulates the university’s policies regarding alcohol and controlled substances. The report also includes the university’s crime statistics for violations referred and arrests for drug and alcohol law violations. It is published on the department’s website and available on request (www.police.vt.edu/VTPD_v2.1/crime_stats/clery_report/clery_home.html). Where applicable, these reports also provide information about fire statistics in Virginia Tech residence halls.

5.4  HEOA Disclosures and Student Consumer Information

The Office of Institutional Effectiveness and Student Consumer Information coordinated the collection of information to comply with the disclosure requirements of the Higher Education Act and the Higher Education Opportunity Act. This office maintains a website (www.ir.vt.edu/HEOA_folder/HEOA_disclosures_and_student_consumer_information.html) that includes a summary of each disclosure requirement and the university’s dissemination methods.

6.0 Analysis of Alcohol and Other Drugs Programs

6.1  Student Surveys and Assessment

The Division of Student Affairs continues to conduct surveys and focus groups to assess the effectiveness of alcohol and drug awareness programs. The results have been gratifying. A heavy majority of students learn from the programs and intend to make at least some positive changes.

6.1.1  Party Positive Class for Conduct Referrals

Surveys conducted over the last several years show that most students believe the class has an impact on their drinking behavior, ranging from making better decisions about drinking, continuing not to drink, consuming less alcohol, or having a lower blood alcohol level when they drink. Only a small minority believe the course would have no impact on their behavior. In addition, participants indicated that they had a better understanding of the following: a) alcohol’s effects on tolerance and how to reduce negative outcomes associated with alcohol, b) how to calculate standard drinks and estimate blood alcohol levels, c) practically speaking how to reduce the quantity of alcohol they consumed, and d) how a variety of protective behaviors can reduce negative outcomes. Finally, students found the facilitators to be nonjudgmental, knowledgeable, and well prepared.

6.1.2  Making Positive Choices Course for Conduct Referrals

Once more surveys conducted over the past several years show that a clear majority of students who took the class (more than 90%) find at least some aspects helpful. Less than a third of students sampled think that this course will not have any impact. Additionally, the students who think that it will not have an impact do not seem to be criticizing the course itself. They seem to
be saying that even the best class may not be able to counteract many life influences that can encourage problematic consumption. However, even with some of those persons, we may have planted a seed, and over time they may improve in small increments. They all seem to appreciate the positive and helpful tone of the course.

6.1.3 Focus Groups on Bystander Behaviors

During fall 2010, six focus groups were conducted. The overall consensus was that students would be willing to intervene in a number of situations, including: a) peer intends to drink and drive, b) peer is extremely intoxicated, c) peer has passed out, and may be at risk for alcohol overdose, and d) peer is doing something that puts them at risk for injury or death. Students indicated that they would be unwilling to intervene on specific high-risk drinking behaviors in an attempt to ward-off or avoid the situations mentioned above. In addition, students indicated that they would need some information on how to do an effective intervention, by knowing what to do in the situation.

These findings have a number of implications concerning the design of a bystander intervention program. First, it is clear that students are unwilling to intervene when they perceive the person is "not yet" at risk. Thus, focusing on interventions that target high-risk drinking behaviors would probably not be an effective strategy. Second, an initial bystander intervention program should focus on behaviors that put fellow students in immediate risk for personal injury, such as driving under the influence, unconsciousness, and risky behaviors. Finally, the program should include a brief training component and media campaign that targets specific actions that can be taken to reduce risk of harm.

In view of this information, the Task Force on a Healthier Virginia Tech community is currently looking closely at “Step Up”, a program based on pro-social behavior and bystander intervention. This may be a means to enhance peer support in a critical area for the upcoming biennium.

6.2 Student Conduct Data

Virginia Tech publishes rigorous conduct provisions on alcohol and other drugs, and it is also rigorous in practice. This can be noted from the following data:

- For the 2012-13 academic year there were 1005 alcohol-related violations; and in 2013-14, the number declined to 838.
- For the 2012-13 academic year there were 82 drug-related violations, which rose slightly to 93 in 2013-14.
- In 2012-13 there were 114 suspensions, 440 deferred suspensions, and 615 students put on probation. For the 2013-14 academic year there were 81 suspended, 453 on stayed suspension and 613 on probation.

The Office of Student Conduct makes certain that sanctions are consistently enforced by careful checking. That same office also employs educational measures -- such as having students write
careful reflection papers and do meaningful community service -- so that there is an educational as well as punitive dimension to conduct.

**6.3 Assessment of Employee Programs**

The Department of Human Resources reviewed all materials and methods for providing information regarding relevant policies and programs to employees and their supervisors. On July 9, 2014, we held a group meeting of senior leaders in HR, along with Student Affairs personnel, to discuss where we could improve based on our review.

We reviewed the action items from 2012 to assess our progress.

First, we highlighted the need to consolidate all drug and alcohol policy information on a single website.
- We completed that initiative in 2012 (please see [www.hokiewellness.hr.vt.edu/Emotional/GeneralResources.aspx](http://www.hokiewellness.hr.vt.edu/Emotional/GeneralResources.aspx)).

Second, we indicated we needed to insure materials were being provided to our non-student wage employees since wage hiring is done by department across the campus – not through central HR.
- We updated our checklist and confirmed that the checklist is being used by our departments hiring wage employees, so we know we are informing wage employees of our drug and alcohol policies to the best of our ability.

One area where we determined we need to improve is in the preparation of our Virginia Tech Alcohol and Drug Policy Summary. We review the document annually before our annual e-mail notification to employees about our policies. The e-mail references the Policy Summary. We agreed that we need to identify a clear “owner” for the review and preparation of the Policy Summary so someone is accountable for timely review on an annual basis. Our director of Employee Relations will be the individual responsible for this review during the first week of August each year, beginning in 2014.

**6.3.1 Data on Employee Referrals and Sanctions**

An analysis of employee referral statistics for drug and alcohol related issues for the reporting period provided the following:

Two disciplinary actions with mandatory EAP referral (staff), five mandatory EAP referrals without disciplinary action (four staff; one A/P faculty), one termination (staff), and three employees exhibiting effects of prescriptions drugs at work, no disciplinary action (staff). The Department of Human Resources ensures that sanctions are consistently enforced through its consultations with legal counsel and employees’ supervisors, and the application of the relevant employee disciplinary policies for the different categories of employees.

The number of employees who have been cited for violations of university and state policies concerning the use of drugs and/or alcohol at work is virtually the same as the number cited in the previous report (2009-2011). Given an employee population of approximately 8,500 faculty, salaried staff and wage staff, the percentage of individuals represented here is so small that analysis is not possible.
6.4 Drug and Alcohol-Related Violations and Fatalities

As required by the Higher Education Act, the biennial review must determine the number of drug and alcohol-related violations and fatalities that occur on the institution’s campus, or as part of the institution’s activities, and that are reported to campus officials. The reports and statistics are published on the Virginia Tech Police Department website (www.police.vt.edu/VTPD_v2.1/crime_stats/clery_report/clery_home.html).

Statistics are provided for each of the Virginia Tech campuses, including all reported crimes that occurred on-campus, in certain off-campus buildings, property owned or controlled by Virginia Tech, and public property within or immediately adjacent to and accessible from each respective campus. The report includes crime statistics for the two campuses where drug and alcohol-related violations were reported. There were no reported drug or alcohol-related fatalities on campus or associated with the institution’s activities.

The university is also required to determine the number and type of sanctions that are imposed as a result of drug and alcohol-related violations and fatalities on the institution’s campus or as part of any of the institution’s activities. Sanctions for students and employees are reported in sections 6.2 and 6.3 respectively.

7.0 Summary and Recommendations

Virginia Tech offers a complex and diverse set of high quality programs to address issues related to alcohol and other drugs. The university is mindful of the importance of preventive education as well as sanctioning when necessary. It is rigorous but is not draconian in its policies and practices. Further, the university engages in intensive research on these matters.

The review of policy and programmatic materials notes the following:

• There are drug and alcohol policies in place directed towards the prevention of illicit drugs and the misuse of alcohol and drugs by students and employees.

• Alcohol and drug policy information is distributed to all employees and students via email each fall semester. Paper copies are provided to departments to distribute to employees who do not have regular access to email.

• In addition to the Campus Alcohol Abuse Prevention Center, which has primary responsibility for alcohol and drug-related programming for students, and the Department of Human Resources, which has primary responsibility for employees, numerous other departments within the Division of Student Affairs and other university units collaborate in the development and delivery of prevention and assistance programs, the administration of disciplinary processes for violations, and collection of data regarding infractions and sanctions.

• The Division of Student Affairs benefited from the Task Force to Reduce Alcohol Fatalities, Injuries and Harm, and it looks forward to more constructive input from the Task Force for a Healthier Virginia Tech Community, especially in the area of helpful bystander intervention.

• The Division of Student Affairs and the Department of Human Resources, in consultation with legal counsel, conduct a review and prepare a report of findings and
recommendations at the end of the biennial period, with the most recent report covering the July 2012 through June 2014.

Areas where there are opportunities to strengthen or enhance programming are noted below.

- Drug and Alcohol policies: At the time of this biennial review, several policies were under review for possible revisions. The Task Force to Prevent Alcohol Harm, Injuries, and Fatalities also made a number of recommendations which will need to be fully implemented.

- Student-related efforts: In the last biennial report, CAAPC volunteered to do assessments for all students involved in alcohol infractions so that the course to which they will be assigned will accurately reflect their level of involvement and/or dependency. In addition, CAAPC volunteered to step up work in the area of marijuana use, since it seemed to be an area of emerging concern. CAAPC was as good as its word: it did the assessments; and in cooperation with the AVP for Health and Wellness it is increasing its preventive and treatment work related to marijuana. In the upcoming two years, it would be beneficial to push a bit further, that is, beyond alcohol and marijuana and to look at misuse of “legal” drugs, which sometimes can be used illegally (such as with stimulants and some opiates).

Employee-related efforts: We reviewed the action items from 2012 to assess our progress to insure we addressed our deficiencies. Based on our review, we believe we achieved the desired results. Moving forward, we determined we need to improve the process we use to revise our annual Virginia Tech Alcohol and Drug Policy Summary.

7.1 Recommendations

The recommended action item for the Department of Human Resources is outlined in Section 6.3 of this report.

Recommendations regarding students are provided in the summary of the Task Force to Reduce Alcohol Harm, Injuries and Fatalities report, section 3.1.1 of this report. The results of program evaluations and focus groups, described in section 6.1 should guide efforts by the Division of Student Affairs.