



# CAL STATE EAST BAY



## **CALIFORNIA STATE UNIVERSITY EAST BAY DRUG AND ALCOHOL ABUSE PREVENTION PLAN (DAAPP)**

DECEMBER 2022

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*The DAAPP outlines Cal State East Bay's role in complying with the requirements of the U.S. Department of Education's Drug-Free Schools and Campuses Regulations (EDGAR Part 86).*

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# Introduction

## INTRODUCTION TO DAAPP AND FEDERAL REQUIREMENTS

The Drug and Alcohol Abuse Prevention Plan (DAAPP) at Cal State East Bay is designed to outline Cal State East Bay's role in complying with the requirements of the *U.S.*

*Department of Education's Drug-Free Schools and Campuses Regulations (EDGAR Part 86)*.

Under these regulations, all colleges and universities that receive federal funding must provide education and resources to prevent the unlawful use and misuse/abuse of drugs and alcohol by students and employees.

## BIENNIAL REVIEW RESPONSIBILITY

The Biennial Review Report is the responsibility of the Director Recreation, Wellbeing, & University Unions, Jennifer Luna, Chairperson of the Alcohol, Tobacco and Other Drugs (ATOD) Committee. As the campus designee, the ad-hoc committee has worked to prepare the biennial ATOD and activities report as follows:

- 2018-2020
- 2020-2022

The person(s) responsible for drafting the Biennial Review Report should use the DAAPP in conjunction with the [\*U.S. Department of Education's Complying with the Drug-Free Schools and Campuses Regulations \(EDGAR Part 86\) document\*](#) to help guide the process of ensuring that all requirements of conducting the Biennial Review are met. This document includes *Part 86 Compliance Checklist* (Appendix 2, page 42) and *Supplemental Checklist Drug-Free Schools and Campuses Regulations (EDGAR Part 86)* (Appendix 6, page 50) to help guide the process of writing the Biennial Review Report.

## BIENNIAL REVIEW LOCATIONS

Hard copies of the Biennial Review Report can be found in the following locations:

- President's Office
- Student Conduct Office
- Vice President of Student Affairs Office
- Student Health Center - Health Education Resource Room
- Recreation and Wellness (RAW) Center - Health Education Resource Room

## Goals and Objectives

Cal State East Bay's Alcohol, Tobacco and Other Drug (ATOD) Committee will be responsible for deciding on the final goals and objectives of the DAAPP. Sample goals from the *Supplemental Checklist Drug-Free Schools and Campuses Regulations (EDGAR Part 86)* include the following:

1. Articulate and consistently enforce clear policies that promote an educational environment free from substance misuse.
2. Provide ongoing education for members of the campus community for the purpose of preventing alcohol and drug misuse/abuse.
3. Provide a reasonable level of care of substance misusers/abusers through counseling, treatment and referral.
4. Implement campus activities that promote and reinforce health, responsible living, respect for community and campus standards, individual responsibility on the campus, and intellectual, social, emotional, spiritual or ethical, and physical well-being of the members.
5. Be vocal and visionary in combating the negative issues surrounding alcohol and other drug use and abuse on campus.

## Annual Notification

### STUDENTS

The annual notification is e-mailed to all enrolled students by the Vice President of Student Affairs. A copy of the annual notification for students can be found online at [VPSA Annual Student Notification Notice](#).

Content of the annual notification to students should include:

- Standards of conduct that prohibit unlawful manufacture, distribution, dispensation, possession, sale, offer to sell, purchase, offer to purchase, and/or unlawful use.
- Description of the dangers and health risks associated with use
- Description of applicable sanctions

- Description of where to go for referrals
- Statement of disciplinary sanctions

#### EMPLOYEES

The annual notification is emailed to employees annually by Human Resources. A copy of the [Annual Notification for Employees](#) is distributed via email to all employees.

Content of the annual notification to employees should include:

- Standards of conduct that prohibit unlawful manufacture, distribution, dispensation, possession, sale, offer to sell, purchase, offer to purchase, and/or unlawful use.
- Description of the dangers and health risks associated with use
- Description of applicable sanctions
- Description of where to go for referrals & referral process
- Statement of disciplinary sanctions

## ATOD Programs

#### CURRENT STUDENT PROGRAMS

- **Population Based Alcohol & Other Drug Education**
  - a. Health & Wellness Services integrates alcohol and other drug education through into general prevention curriculum (nutrition, self-care, fitness, sexual health, sexual violence) to provide a holistic approach to overall student wellness. The alcohol education campaign incorporates three learning outcomes:
    - i. Being an Informed Pioneer - students gaining basic knowledge of alcohol use effects upon the body, serving sizes, correcting misinformation gained from social media/urban myths, and providing statistics of social mores regarding alcohol use for Cal State East Bay.
    - ii. Choose to Use Responsibility - challenging student notion of what is responsible use, increasing motivation to adopt personal protective behaviors

when drinking alcohol including moderating, designated drivers, balancing priorities of work/school/family against partying, and enhanced decision-making skills.

- iii. Taking Action to Help a Friend - increasing students' confidence to become an active bystander, actively engage their peers in harm reduction when they had too much to drink, overcoming groupthink and peer pressure when someone has alcohol poisoning, and supporting a peer if they are showing signs of alcohol misuse/abuse and encouraging them to seek help to reduce/quit use.

#### Completion Data

Academic Year	Events with Interactive tabling activities dedicated specifically to alcohol education	Events with alcohol education infused into general wellness curriculum
2019-2020	1,542 participants	3,321 participants
2020 - 2021	ATOD programs were postponed during COVID shelter-in-place.	
2021 - 2022	250 participants	128 participants
Fall 2022	367 participants	698 participants

- b. As part of Cal State East Bay's comprehensive alcohol abuse prevention initiatives for students, incoming students are required to complete an online alcohol and other drug prevention program. Incoming Freshman and Transfer students must complete the AOD modules of the "Not Anymore" the Title IX training. Registration holds are placed upon students who do not complete the requirement.

The 30-minute interactive session features content designed to educate students on the risks of alcohol and other drugs, as well as to prepare them for handling

dangerous situations related to those substances. Content includes information on the effect of AOD upon GPA, peer influences, and tips for bystander interactions. The program uses social norming, peer-based reality, and harm reduction approaches.

Completion Data:

Academic Year	Educational Program	Student Completion
2019-2020	Not Anymore	3,943
2020-2021	Not Anymore	960
2021-2022	Not Anymore	1,855
Fall 2022	Not Anymore	2,374

- **Alcohol-Free Options**

- a. Campus-based programming was limited from Spring 2020 – Summer 2022 due to COVID-19 shelter-in-place and limited gathering precautions. A majority of classes were virtual or hybrid in alignment with social distancing protocols. The campus did not provide late night or weekend programs to students. The campus brought back some programming during Fall 2022. Alcohol-free options allow students a safe-place build community with their peers. Programs are hosted during evening and late-night time periods offer students “something else to do” instead of drinking. Events are sponsored by a variety of campus departments and are tailored to reach high-risk populations (housing residents, Greeks, Athletes, first-year students).

- **Tobacco Education**

- a. Cal State East Bay adopted the CSU Smoke and Tobacco Free Policy effective September 1, 2017 (EO 1108). The policy encompasses all smoke including cigarettes, pipes, cigars, marijuana, and electronic smoking devices.

- b. Smoking cessation information is available for students through the Student Health Center and for employees at Human Resources. The California Smokers Hotline offers free community access to support systems, nicotine replacement therapies, and education in a variety of languages.

#### EMPLOYEE PROGRAMS

- Employee Assistance Program

All Employees have access to the Employee Assistance Program (EAP) which offers a variety of services and resources. The Employee Assistance Program is a free, confidential counseling and referral service designed to help employees and their eligible dependents resolve personal, work, or home life events. EAP can be accessed on the [Human Resources webpage](#).

#### MARKETING/PROMOTION OF ALCOHOL

- Cal State East Bay's Policy Regarding the Consumption, Distribution, and Possession of Alcoholic Beverages is distributed to the campus community annually and can be located on the [Alcohol, Tobacco and Other Drugs webpage](#).
- Alcohol is not available for purchase on campus.

#### PROGRAM EVALUATION ON AN ANNUAL BASIS

- National College Health Assessment - Health & Wellness Services coordinates implementation of the American College Health Association's National College Health Assessment II (ACHA-NCHA II) on a biannual basis. The instrument collects data from a randomized-stratified sample of Cal State East Bay undergraduate students. Student responses center around health indicators including alcohol and other drugs, relationship violence, sexual health, nutrition, exercise sleep, and mental health.

Results for ATOD show differences between actual and perceived usage of cigarettes, e-cigarettes, hooka, alcohol, and marijuana. Students reported rates for drinking and driving, estimated BAC, use of prescription drugs, negative consequences and

protective behaviors to use when drinking alcohol. Executive summary results from the 2021 NCHA can be found online at [NCHA Reports](#).

## Policy & Other Enforcement Documents

### Sanctions class curriculum

#### CAMPUS POLICIES

- Policy Regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverages - The Cal State East Bay Policy Regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverages is available on the [ATOD website](#).
- Drug-Free Workplace Policy - The [California State University Drug-Free Workplace Policy](#) is shared with all employees during the annual notification and is also available on the HR website at [CSUEB policies](#).

#### POLICY DISTRIBUTION

Cal State East Bay's policies are available on the [campus policies website](#).

#### EXECUTIVE ORDERS

### **Executive Order 1108: Policy on System-wide Smoke and Tobacco-Free Environment**

The California State University Policy on System-wide Smoke and Tobacco-Free Environment was implemented on September 1, 2017. This policy bans smoking and the use of all tobacco products on all California State University properties. Smoke or smoking is defined as inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, cigarillo, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation, whether natural or synthetic, in any manner or in any form and the use of all electronic smoking devices that create an aerosol or vapor and any other oral smoking device.

## **Executive Order 1109: Sales and Service of Alcoholic Beverages at or in Conjunction with University Intercollegiate Athletic Events, and Advertising of Alcoholic Beverages on Campus and at University Athletic Facilities**

Executive Order (EO) 1109 allows institutions to determine whether or not the school sales alcohol at sporting events. Our Athletics Department does not currently serve alcohol at its sporting events and will continue with this policy.

## **Executive Order 930: CSU Drug-Free Workplace Policy**

Executive Order (EO) 930 states is committed to maintaining a workplace free from the unlawful manufacture, possession, distribution, dispensation or use of controlled substances, as defined in schedules I through V of the Controlled Substances Act (21 U.S.C. §812) and 21 C.F.R. Part 1308.

Employees violating this policy shall be subject to discipline, up to and including dismissal. Discipline shall be imposed in a manner consistent with the applicable labor agreements, CSU policies, and law. In addition to, or in lieu of discipline, CSU may, at its discretion, require employees violating the policy to participate satisfactorily in an appropriate drug abuse rehabilitation program.

### **STUDENT CODE OF CONDUCT**

The Student Code of Conduct is available on the [Office of Student Conduct, Rights, & Responsibilities website](#). The Student Code of Conduct lists the following as grounds for disciplinary action regarding drugs and alcohol on campus:

- a. #9 - Use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs.
- b. #10 - Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by law and University regulations), or public intoxication while on campus or at a University related activity.

**ATHLETIC CODE OF CONDUCT** - The Student-Athlete Code of Conduct, located in the [Student-Athlete Handbook](#), states that athletes “Understand that the use of alcohol or drugs as a student-athlete while involved in any team-related practices, competitions, banquets, travel or other activities is prohibited, regardless of age..” and “ Failure to abide by these rules will be considered serious misconduct and could be grounds for dismissal from the team and/or cancellation of any athletically related aid. This includes student-athlete behavior as fans at events.”

In addition to Cal State East Bay’s Alcohol and Drug Policies, student athletes are also subject to the policies of the NCAA and states that, “The NCAA Presidents’ Commission has adopted and Cal State East Bay supports the following statement on student-athlete behavior: Student-athletes enrolled at NCAA member institutions should reflect the high standards of honesty and integrity set by the Association for the conduct of intercollegiate athletics. As NCAA member institutions strive to fulfill their educational missions, they share a right and responsibility to preserve order and encourage ethical, responsible behavior through the formulation of standards of conduct for student-athletes and the designation of procedures by which those standards shall be enforced. It is imperative that student-athletes recognize the significance of their behavior as visible members of the campus and local communities. This same attention, however, also should inspire the institution to assure that its student-athletes receive the same treatment as students generally in disciplinary or criminal matters. Intercollegiate athletics cannot be viewed as a refuge where student-athletes are held to a lower standard of conduct than that imposed on the student body as a whole.

All student-athletes are required to sign the NCAA Drug Testing and Institutional Drug Testing consent forms prior to participation. Additionally, each student athlete is given a student planner which includes:

- a. The Student Athlete Host Policy which states “Student hosts are responsible for their assigned PSA and the following are expectations of serving as such:
  - (a) Any behavior that violates Federal Law, State law, NCAA, CCAA, and Cal State East Bay rules and regulations will be grounds for disciplinary action.
  - (b) Regardless of the age of the host and/or PSA, there shall be no use of alcohol and/or drugs during the visit.
  - (c) In addition, taking the PSA to any place or participating in any activity where the student host and PSA could place the Athletics Department and University in an unfavorable light is strictly prohibited.

Failure to abide by these policies will result in disciplinary action.

b. The Cal State East Bay Athletics Drug Policy which highlights drug testing, testing procedures, and NCAA banned-drug classes. Athletes are required to read and sign a statement indicating an understanding and willingness to comply with the NCAA drug policy. Failure to sign this form will make an athlete ineligible for competition and forfeit any scholarship. Selection for NCAA drug testing is made on a random basis and may occur at any period during the academic year. Also, specific individuals may be tested when reasonable suspicion exists of suspected drug use. Athletes are required to review the list of banned substances and consult with the head athletics trainer before taking supplements of any kind. For the most current list of banned substances and NCAA drug testing policies visit:

(a) [See Testing information](#)

(b) [See Banned Substance](#)

Sanctions for alcohol and drugs including violation types and disciplinary procedures.

#### STUDENT CLUB & ORGANIZATION CODE OF CONDUCT -

Student Life & Leadership Programs partners with Student Conduct, Rights & Responsibilities for the oversight of conduct and discipline of student organizations. Responsibilities for student organization conduct can be found in the [Student Club & Organization Officer Toolkit](#).

#### HOUSING CODE OF CONDUCT

The Student Code of Conduct is distributed electronically and provides a quick-look document known as the [Community Living Guide](#), and then the full policy listed under [Student Housing Conduct Policies](#). The policy documents are distributed virtually via email and posted online, in addition to on physical bulletin boards within each community and inside each apartment unit. Further, the documents are reviewed in-person at the fall semester community meeting, and Resident Assistants (RA) are listed as resources for clarification as well as to help maintain policy expectations throughout the community.

#### EMPLOYEE CODE OF CONDUCT

Employee conduct is governed by [California Education Code 89535](#), local campus policies (such as the Policy Regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverages and Drug Free Workplace Policy) and the applicable collective [bargaining agreements](#).

#### MISCELLANEOUS PROCEDURES FOR SERVING ALCOHOL ON CAMPUS

- University Advancement Events - All University Advancement Events follow the Cal State East Bay Policy regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverage.
  - a. All events on campus that include the sale, service, or consumption of alcoholic beverages must be approved by Risk Management and University Police Department prior to the event occurring. The University President has ultimate approval and may make exceptions to any part of this policy with the exception of adherence to all local, State, and Federal laws and California State University Executive Orders related to the sales, serving, possession, use, and consumption of alcoholic beverages.
  - b. The University Facility Rentals office will provide the Alcohol Approval Form to the client through Adobe Sign. Once completed, the University Facility Rentals office will then route all requests for facility reservations for events that will include the sale, service, or consumption of alcohol to the University Police and Risk Management via adobe sign. The form is then sent over to Pioneer Dining and a copy filed in the University reservation system.
  - c. Additional information on the process is located in the policy.
  
- Administration & Finance – Guest Services Events  
All Guest Services Events follow the Cal State East Bay Policy Regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverage.
  - a. All events on campus that include the sale, service, or consumption of alcoholic beverages must be approved by the Public Safety/University Police and Risk Management prior to the event occurring. The University President has ultimate approval and may make exceptions to any part of this policy with the exception of adherence to all local, State, and Federal laws and California State University Executive Orders related to the sales, serving, possession, use, and consumption of alcoholic beverages.
  - b. The University Reservation Office will forward all requests for facility reservations for events that will include the sale, service, or consumption of alcohol to the University Police and Risk Management via email.
  - c. Additional information is located in the policy.

- Student Clubs and Organizations Events

The Student Code of Conduct, California Code of Regulations - Title 5, Section 41301 (10) outlines the Policy on Alcohol Use Requests stating “A copy of the University’s Alcohol Policy shall be provided to listed student club/organization officers during the annual recognition process. Completion of the recognition process includes agreement to abide by and uphold the University’s policies. The University’s Alcohol Policy is in compliance with California Law, which prohibits the sale or giving of any alcoholic beverage to any person under the age of 21. Student organizations are in violation of University policy if any individuals under the age of 21 are in possession of alcoholic beverages at an activity sponsored/hosted by the student organization and/or if intoxicated individuals consume alcohol. Recognized student clubs/organizations are not permitted to sponsor events that include alcohol. Should an off-campus venue have a license to serve alcohol, student organizations will need to declare that information during the event planning process” This can also be found on the [Standards of Student Conduct for Student Clubs and Organizations](#).

# Policy Enforcement/Violations

## STUDENTS

- Housing - alignment with University Conduct (see below), Student Housing & Residence Life mirrors the conduct process and educational sanctions as designated by the campus. Resident Assistants and Professional On Call assist with any type of incidents to ensure safety of the situation, and designated Housing Hearing Officers set-up conduct meetings to further investigate and reach a conclusion on settlement agreement. More serious situations and/or repeated violations will be referred to the University Conduct process.
- Student Conduct - First time violations of the alcohol/marijuana policy generally would result in a disciplinary warning, a 2-hour on-campus AOD workshop (“Choices”), and a reflection paper. If the incident involves an AOD-medical transport, an AOD intake assessment may be expected with Student Health & Counseling Services. For repeat violations of the alcohol/marijuana policy (2nd, 3rd, etc), sanctions would continue to increase including disciplinary probation and/or suspension with educational remedies. For situations involving the sale or distribution of illegal substances, students may face more serious outcomes such as suspension or expulsion depending on the severity of the situation.
- Athletics - All disciplinary problems, *both on and off-campus*, can result in sanctions against the student-athlete. These sanctions can range from reprimand to loss of a scholarship, and failure by the student-athlete to report the problem will result in more severe consequences. The Director of Athletics will be notified by Head Coaches of student-athlete misconduct, and documentation will be kept of the misconduct and the penalty. The Cal State East Bay Student Handbook spells out the policies and procedures for disciplinary action for misconduct on campus, at official institutional events, and in student housing. Student-athletes, however, are bound not only by these policies but also by those provided by the Athletics Department and by their coaches. Regarding criminal infractions, a Cal State East Bay student-athlete is expected to adhere to all campus, city, county, state, and federal laws as well as all

CCAA and NCAA rules and regulations, Cal State East Bay campus community and Student Affairs rules, regulations, policies, and procedures.

#### EMPLOYEES -

Administrators and staff in violation of Cal State East Bay's Policy Regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverages and/or Drug-Free Workplace Policy are referred to Human Resources. Resources are available on the [CSU Drug Free Workplace website](#).

Faculty and Graduate Student Assistants in violation of Cal State East Bay's Policy Regarding the Sale, Consumption, Distribution, and Possession of Alcoholic Beverages and/or Drug-Free Workplace Policy are referred to Faculty Affairs.

Student assistants are also subject to the Drug-Free Workplace Policy and could face disciplinary actions, including termination of employment, if found to be in violation of the policy. Additional information on student assistants can be found in the [Student Employment Handbook Guide](#).

## Referrals

#### STUDENTS

- Students are referred to alcohol or drug resources for any violations whether it be student health and counseling, educational workshops and programming, outside agency services, etc. A primary goal for CSUEB is to reduce risk and harm and provide educational support to our students. Students of concern with behaviors related to drug or alcohol use/abuse, or medical transports, are submitted via reports to the university Care team by faculty, staff, students or self-identify submissions. Appropriate interventions are made to either on or off campus resources or programs.

#### EMPLOYEES

- All HR staff are directed to provide administrators and staff with EAP information. Faculty Affairs staff also provide EAP information to faculty and graduate student assistants. EAP directs employees to resources available through the employees' healthcare providers. Human Resources will advise employees on use of sick leave and vacation time as appropriate. Additional information is available on the [EAP website](#).

# Recommendations for DAAPP & 2024 Biennial Review

The following program recommendations for Cal State East Bay University will be presented to senior administration for review, discussion and approval.

<u>Category</u>	<u>Need</u>	<u>Recommendations</u>
Communication	It will be imperative to develop an ongoing notification calendar of events for required reporting standards, email templates for staff/faculty and students communications, ensure that website content is current, and that campus wide events are promoted through various campus community partners on one comprehensive website of shared drive for continuity of DAAPP requirements.	<ul style="list-style-type: none"> <li>• Develop a comprehensive Wellness Coalition website to link DAAP report content and resources. Including DAAPP and Biennial reports with appropriate links to staff/faculty/student resources and referral information. As well as clear content on sanctions and disciplinary process.</li> </ul>
Evaluation	Behavior assessment data will be imperative to track a variety of trends, event attendance and participation, outcomes for online education programs and clergy reporting connections..	<ul style="list-style-type: none"> <li>• Develop tools to assess trends via pre and post program participation surveys and/or annual or national assessment surveys.</li> <li>• Use data to track behavioral trends and make appropriate recommendations for improvements.</li> </ul>
Partnerships	Creating connections and collaborating with the divisions of Student Affairs,	<ul style="list-style-type: none"> <li>• Expand the reach of educational</li> </ul>

	Academic Affairs, Administration & Finance and the Wellbeing Coalition will develop a stronger sense of campus community and partnerships, as well as alignment with the campus strategic plan and graduation initiatives.	programming opportunities with alternative programming events. <ul style="list-style-type: none"> <li>● Develop staff expertise in departments to assist with best practices of addressing AOD issues in higher education.</li> </ul>
Education & Resources	Establishing a system to track and document substance use/abuse screenings and referrals, aligned with a comprehensive dissemination of educational materials and resources to distribute to staff/students, will be essential to establishing a wrap around of support services.	<ul style="list-style-type: none"> <li>● Improve the coordination of educational materials and content via participation in the <a href="#">Higher Education Center</a> learning collaboratives that will provide resources on prevention, intervention and recovery focused education and training.</li> </ul>

## Contact Information

### Student Affairs

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