

# **Reinhardt University**

## **Drug-Free Schools and Campuses**

### **Regulations Biennial Review:**

#### **Academic Years**

**2015-2016**

**2016-2017**

**2017-2018**

**2018-2019**

**2019-2020**

In compliance with the EDGAR Part 86 – Drug and Alcohol Abuse Prevention  
(Education Department General Administrative Regulations as codified in the  
Electronic Code of Federal Regulations [current through March 27, 2015])

## **DAAPP – Report Requirements**

The annual notification must include the following:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees
2. A list of applicable legal sanctions under federal, state, or local laws for the unlawful possession or distribution of illicit drugs and alcohol
3. A description of the health risks associated with the abuse of alcohol or use of illicit drugs
4. A list of drug and alcohol programs (prevention, counseling, treatment, rehabilitation, and re-entry) that are available to employees or students
5. A clear statement that the IHE will impose disciplinary sanctions on students and employees for violations of the standards of conduct and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution.

### Certification Signed by Student Affairs Officer

The DAAPP Committee meets to assess the strengths and weakness of the programs and policies in place at Reinhardt University to ensure compliance with the Drug-Free Schools and Communities Act (DFSCA). Understanding that an institution of higher education (IHE) must certify that it has adopted and implemented a program “to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees” both on institution’s premises and as part of any part of its activities, in order to comply with the DFSCA as per EDGAR Part 86, the Committee was able to verify that the Drug and Alcohol Prevention Programs (DAAPP) at Reinhardt University satisfies all of the compliance expectations to that end, including that it:

- Has provisions in the aforementioned policy addressing its mandatory distribution to all students and employees within two weeks of the start of each new semester (including summer terms) as well as its distribution to all new students and employees;
- Provides information regarding sanctions for violation of relevant federal, state, and local laws, as well as campus policy;
- Provides a description of the health risks associated with AOD (Alcohol and Other Drug) use;
- Provides information regarding available treatment and support programs for those seeking help with drug and alcohol problems;
- Conducts a review of University Drug and Alcohol Prevention Programs (DAAPP) and policy at the conclusion of each biannual period. This report covers July 2015 through May 1, 2019. The review is designed to ensure effectiveness of the policy and the programs which are in place as well as to recommend improvement measurements and goals which may be pursued;
- Enforces DAAPP policies consistently and applies sanctions to improve compliance and impact growth.
- Shows a correlation between the number of incidents indicating drug- and alcohol-related offenses occurring by various areas, and employees or students providing appropriate sanctions (corresponding to code guidelines) (note-statistics provided herein for evaluation purposes are provided without personally identifying information in recognition of FERPA and general confidentiality expectations, but are available for DOE inspection upon request); and
- Assesses the achievement of goals and objectives and establishes appropriate objectives for an institution of the University’s nature.

To guide the efforts of the DFSCC, the Committee utilized the compliance checklist provided by the U.S. Department of Education, Office of Safe and Drug-Free Schools, Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention, Complying with the Drug-Free School and Campuses Regulations [EDGAR Part 86]: A Guide for University and College Administrators and made notations as to the University’s satisfaction of each of the objectives therein provided. Through this examination and the preparation of this Biennial Review, the Committee has been able to

determine that Reinhardt University's DAAPP satisfies the expectation of the DFSCA and recommends this Biennial Review to the President of the University.

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Walter P. May, Ph.D.  
Dean of Students

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Date

The President's Leadership Team reviewed the submission of this "Reinhardt University Drug-Free Schools and Campuses Regulations Biennial Review: Academic Years 2015-2019" for evaluation as the official document to satisfy compliance expectations related to federal standards outlined in the Code of Federal Regulations implementing the Drug-Free Schools and Communities Act of 1989. Finding it to reflect an accurate review of the policies and programs in effect for the 2015-19 academic period, this submission was accepted as the University's documentation as to satisfaction of compliance expectations related to federal standards outlined in the Code of Federal Regulations implementing the Drug-Free Schools and Communities Act of 1989 and the establishment of the goals and objectives for the next two years.

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Mark A. Roberts, Provost  
Reinhardt University

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Date

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## Introduction/Overview

The Federal Drug Free Schools and Communities Act Amendments of 1989 require all public and private institutions of higher education to develop, distribute, and publicize a policy outlining the following:

1. Standards of conduct and sanctions;
2. Health risks;
3. Information on assistance and counseling;
4. Educational programs; and,
5. Legal sanctions regarding alcohol and drug use.

The intent of the legislation is to address the problem of underage and irresponsible drinking and/or use of illicit drugs on University campuses.

In response to the requirements established by the Drug Free Schools and Communities Act of 1989 (DFSCA), Reinhardt University has developed appropriate policies and implemented a diverse cross-section of programs focusing on drug and alcohol abuse prevention for students and employees. These Drug and Alcohol Abuse Prevention Programs (DAAPP) include passive, active, and responsive educational interventions with a scope from broad segments of the community to the individual. Further, the University provides for treatment and support as appropriate and where separation from the institution is not indicated for educational purposes or the maintenance of community values or safety.

The Reinhardt University Drug and Alcohol Abuse Prevention Program supports the core values of the University as reflected in its Mission Statement which states: "Reinhardt University seeks to educate the whole person by developing the intellectual, social, personal, vocational, spiritual and physical dimensions of its students." All students and employees benefit from an environment which promotes healthy lifestyle choices and which is conducive to academic and professional growth.

Under the Drug-Free Schools and Campuses Act, every institution of higher education must enact policies for preventing the unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees. Failure to comply puts the school's federal funding, including financial aid, at risk (34 CFR Section 86.1 and 20. U.S.C. 1145g.). The law also requires postsecondary schools to prepare a written review of their program every two years to determine its effectiveness and to ensure that the school's sanctions are being consistently enforced. The written Biennial Alcohol Review is available to anyone who asks for a copy. Although federal law requires institutions to produce this report and retain it in their files, it is not submitted to any federal or state agency unless requested through an audit conducted by the Higher Education Center.

Implementation of the University's alcohol and drug policy as well as awareness and prevention programming are a joint responsibility of the Department of Human Resources, and the Division of Student Affairs. Notification of the program, including information about health risks and sanctions for violation of the policy, will be provided annually to students and employees. In addition, the University is committed to monitoring and assessing the

effectiveness of this policy and its programs. A biennial review of this policy will be undertaken to determine its effectiveness and implement changes to the policy and its programs if they are necessary and to ensure that its disciplinary standards are consistently enforced.

The 2015-2020 Biennial Alcohol Review is a compilation of the policies, programs, and assessments relating to alcohol and other drugs (AOD) at Reinhardt University from July 1, 2015 to May 1, 2020. This review must include AOD policy information given to and provided for students and employees of Reinhardt University; descriptions of AOD-related programming; assessment data that measures the overall effectiveness of Reinhardt's educational efforts on alcohol and other drugs; and future recommendations for improvement in Reinhardt's AOD educational efforts.

As indicated in this report, Reinhardt University has a multifaceted approach to addressing issues related to alcohol and other drugs on campus. Publications, programming, and assessment initiatives in key campus departments provide a variety of education and evaluation opportunities for the campus community, including students, faculty, and staff. Additionally, several important campus-wide publications, i.e., the Employee Handbook, the Student Handbook, and the Student Code of Conduct, are widely disseminated. Programs and publications designed by individual departments augment these campus-wide communications as outlined within the report.

## Biennial Review Process

This Biennial Review examines Reinhardt University's Drug and Alcohol Abuse Prevention (DAAPP) program for one academic year, from July 1, 2015 to May 1, 2020. In June 2020, Dr. Walter May, Dean of Students, convened the following group of College representatives to form the Drug-Free Schools and Campuses Committee (DFSCC) and conduct the University's biennial review process:

- Jamie Johnston, Assistant Dean of Students
- William Popp, Director of Athletics
- Ashley Wolary, Head Athletic Trainer
- Jay Duncan, Director of Public Safety
- Joseph Steelman, Director of Financial Aid
- Rhonda Kelley, Assistant Director of Public Safety
- Kristy Debord, Director of Human Resources
- Adam Powell, Campus Counselor
- Kristy Hough, Campus Nurse

Acknowledging that the Drug-Free Schools and Campuses Regulations (EDGAR Part 86) implementing the Drug-Free Schools and Communities Act (DFSCA) require an Institution of Higher Education (IHE) receiving any form of federal funding to adopt and implement a program "to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees," the DFSCC was charged to:

- Review the following documents:
  - The Edgar Part 86 Regulations guidance (as provided for in the document produced by the U.S. Department of Education, Office of Safe and Drug-Free Schools, Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention, Complying With the Drug-Free Schools and Campuses Regulations [EDGAR Part 86]: A Guide for University and College Administrators);
  - The previous biennial report indicating objectives for the then forthcoming biennium, and feedback from a recent evaluation of the University's efforts in this area.
- Ensure the following compliance expectations are satisfied:
  - Determine the effectiveness of the related policies and implement changes to the University's Drug and Alcohol Prevention Policy (DAAPP) as needed;
  - Ensure that the sanctions related to the University's DAAPP are enforced consistently; and
  - Provide annual written notification to all students and all employees regarding:
    - Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol;

- Description of the legal sanctions and penalties under local, state, or federal law for the unlawful possession, use or distribution of illicit drugs and alcohol;
- Statements of the health risks associated with alcohol and other drug (AOD) abuse;
- Information about drug or alcohol counseling, treatment, or rehabilitation or reentry programs available to students and/or employees; and
- A clear statement that the institution will impose sanctions (and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution) for violations of the standards of conduct.

Additionally, the group evaluated recent program initiatives, policy, and practice changes to achieve the following objectives/charges:

- The evaluation of all applicable policies and programs for compliance and effectiveness;
- The documentation of all recent, current and forthcoming prevention efforts to allow for assessment of practice efforts;
- The identification of areas of weakness and opportunities for growth in a comprehensive prevention strategy; and
- The evaluation of recent feedback to ensure compliance and the creation of aspirational objectives towards achieving a best practices program for an institution of the University's nature.

Reinhardt University's "Drug-Free Schools and Campuses Regulations Biennial Review" reports are maintained by the University through the Office of Student Affairs and are kept for seven years from the date of issuance.

Copies of this "Drug-Free Schools and Campuses Regulations Biennial Review" report are available at the Student Affairs Office or through the University's Office of Public Safety webpage ([www.reinhardt.edu/publicsafety](http://www.reinhardt.edu/publicsafety)). Individuals interested in receiving a copy may visit the above site, stop in the Office of Student Affairs during regular business office and make a request or contact the Office of Student Affairs at [deanofstudents@reinhardt.edu](mailto:deanofstudents@reinhardt.edu).

## Annual Policy Notification Process

In order to comply with the Drug-Free Schools and Campuses Regulations, EDGAR Part 86, the procedures for the distribution of information regarding the University's Drug and Alcohol Abuse Prevention Policies utilizes a number of distribution formats to ensure awareness.

The University looks first to the use of electronic delivery through the University's email system that goes to the individual and is a primary mode of communication in use by the institution. This has been selected as the primary means of distribution as it is the most reliable method available to ensure that students who are taking classes off-campus, abroad, and on-line receive the policy information, as well as employees who work off-campus (teaching on-line classes, etc.) in order to ensure universal coverage.

This distribution is facilitated through the inclusion of the DAAPP in the University's Annual Security Report and notification to the community with specific reference to its presence there. This delivery occurs on an annual basis within two weeks of the start of each semester. This system is utilized to deliver communications to all students enrolled for one class or more (transient, traditional, graduate and professional studies, residential, commuter, abroad, distance, online, and dual enrollment) and all employees (part-time, full-time and remote).

Additional distribution methods include:

For Students and Employees:

- Posting of the report as part of the Annual Security Report on the University's Campus Safety website (with specific notation as to its inclusion within the description for the website link).

For Students:

- Presentations about AOD high-risk behavior and vulnerability as well as student code of conduct and AOD policies and sanctions provided during traditional new student orientation for new First-time Freshmen and Transfer students; and
- Presentations about AOD high-risk behavior and vulnerability as well as student code of conduct and AOD policies and sanctions provided to traditional First Year Seminar classes.

For Employees:

- Presentations and notifications about the University's AOD policies and sanctions and Title IX policies provided to new employees through orientation sessions.

## **AOD Policies and Publications**

### **Reinhardt University Alcohol and Illicit Drug Policy**

Reinhardt University expressly prohibits the use, possession, sale, or distribution of alcoholic beverages and illicit drugs on university property or as part of its activities by any campus constituency be they students or employees. Reinhardt University is committed to recognizing, upholding, and enforcing its policies as well as the laws of the state of Georgia and federal laws. Violation of those university policies, state and federal laws, incorporated into Reinhardt University Alcohol and Drug Policy shall not be condoned on the campus or at any activity held off campus by any constituency.

To maintain a safe and healthful environment for its students and employees, and in support of the Drug-Free Workplace Act of 1988 (41 U.S.C. Sec. 701 et seq.) and the Drug-Free Schools and Communities Act of 1989 (as amended) and its enabling legislation, the Drug-Free Schools and Campuses Regulations, EDGAR Part 86, Reinhardt University policy prohibits the unlawful use, manufacture, possession, distribution, or dispensing of drugs ("controlled substances" as defined in the Controlled Substances Act, 21 U.S.C. 812) and alcohol on University property or during University activities (this applies to all on-campus activities and to all school-sponsored off-campus activities).

The University may make its own investigation of any student or employee behavior, which is reported and shall take appropriate action regardless of any external actions. The University will impose disciplinary sanctions on students and employees consistent with local, State, and federal laws for violation of this policy and related standards of conduct and all persons should be aware that violations could result in expulsion from the college, termination of employment, or referral for prosecution.

Beyond institutional accountability, individuals who violate this policy are also subject to criminal prosecution and there are substantial legal sanctions pursuant to local, state or federal law, which may be levied against an individual for the unlawful use, possession, distribution or manufacturing of alcohol (including minor[s] in possession or provision to minors) or an illicit drug or controlled substance. The State of Georgia sets 21 as the minimum age to purchase or possess any alcoholic beverage. Legal sanctions for these offenses may include, but are not limited to, fines, incarceration, imprisonment, and/or community service requirements. Convictions become a part of an individual's criminal record and may prohibit certain career and professional opportunities.

### **STUDENTS**

A student is a person who is currently enrolled for academic credit with Reinhardt University. University policy prohibits the manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, University policy or campus regulations. University policy also prohibits the unlawful manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of controlled substances, identified in federal and state law or regulations.

The Student Handbook includes AOD policies as well as the student code of conduct. [The Student Handbook is currently available online here.](#)

### ***Oversight of Student Related Alcohol and Drug Policies***

The respective policies are overseen and administered by the Division of Student Affairs and specifically the Office of Student Affairs. The Dean of Students or his/her designee monitor the policies and the Assistant Dean of Students routinely and annually updates the policies as needed. Any violation of these policies shall be reported to the Office of Student Affairs and/or Office of Residence Life. The Office of Student Affairs will send the report to the Judicial Officers for possible disciplinary action. The staff of the Office of Public Safety and/or the staff of the Office of Residence Life shall report any violation of this policy, whether at an activity or on an individual basis, to the Office of Student Affairs and/or Office of Residence Life, who shall then be responsible for referring the matter to Judicial Officers for possible adjudication and disciplinary action according to established University non-academic disciplinary procedures. Possible sanctions shall be the same as those for other violations of nonacademic University rules and regulations as provided for in the University Student Code of Conduct.

### ***Alcohol and Other Drug Policies***

Reinhardt University promotes the education of the whole student. The University is concerned about ways in which alcohol and drug use and abuse may affect the primary academic mission of the institution, its overall atmosphere and the personal well-being of the University community. The University has the duty to exercise the degree of care that a reasonable person would to ensure that private and public events are conducted in accordance with state law.

The primary objectives of Reinhardt University's policies and procedures related to alcohol and other drugs are; (a) to promote responsible behavior and attitudes among all members of the University community; (b) to educate the University community concerning the use and effects of alcohol and other drugs in order to promote responsible decision-making; and (c) help individuals experiencing difficulties associated with the use of alcohol and other drugs.

Please refer to the University Special Event and Tailgating Alcohol Policies.

### ***Effects of Alcohol and Other Drugs***

There are many well-documented risks and negative effects associated with the use of alcohol and other drugs, affecting not only the individual user, but also his or her family, friends and roommates. Alcohol and other drug abuse is frequently a factor in cases of incidents on campus. The misuse of alcohol and other drugs, including prescription drugs, inhibits educational development and results in decreased productivity, serious health problems, and a breakdown of family structure. Repeated use of alcohol and drugs can lead to dependence. The abuse of alcohol and other drugs affects all socioeconomic groups, age levels, and the unborn. Other problems associated with alcohol and other drug use/abuse include negative impacts on health, poor academic or job performance; relationship difficulties, including a tendency toward verbal and physical violence; financial stress; injuries or accidents; and violations of the law such as driving under the influence and willfully destroying property.

### ***Alcohol Policy***

Student and/or guest possession of alcohol is strictly prohibited on campus. Use, possession, sale, and/or acting under the influence of alcoholic beverages on campus may be determined by but is not limited to the following:

- a) Physical evidence: any container of an alcoholic beverage whether empty, full, or partially full will constitute sufficient evidence to find a student (or students), in a room (or suite) or in an automobile, guilty of possession of alcoholic beverages on campus.
- b) Physiological Evidence: any physiological indication of intoxication.
- c) Knowingly in the presence of alcoholic beverages within residence halls and/or other University property and/or University approved activities.

At the discretion of the Dean of Students, or designee, the following disciplinary actions may be taken:

- Written warning on file in Dean of Students office, mandatory evaluation through the Reinhardt University Counseling Center,
- A letter may be sent to parents.
- Recommended counseling,
- Possible dismissal from residence hall or from University.

### ***Zero Tolerance for Illegal Drug Policy***

Reinhardt University, in order to support the mission of the University, has adopted a zero tolerance policy for the use, possession, distribution, or manufacturing of any illicit or illegal drugs. Reinhardt University will not tolerate the use, possession, distribution, or manufacturing of illicit or illegal drugs by any student, employee, or guest of the University. Any student found to be in violation of this policy will face immediate interim suspension and suspension or expulsion of enrollment pending the outcome of a judicial hearing as stated in the Reinhardt University Student Handbook. Violations of the Reinhardt University Drug Policy also include, but are not limited to, failing a university administered drug test, misuse of prescription medication, and/or actions performed while under the influence of drugs or mood altering substances. This zero tolerance policy does extend to actions that are on campus as well as off-campus.

Students found to be in possession of drug paraphernalia will also be in violation of the Reinhardt University Illegal Drug Policy and be subject to a Level IV violation of the Reinhardt University Student Code of Conduct.

### ***Illegal Drug Policy***

Use, possession, sale, or being under the influence of illegal drugs, including but not limited to narcotics, hallucinogens, cocaine, amphetamines, or illegally used prescription drugs, or evidence of drug paraphernalia is strictly prohibited and will result in immediate dismissal from residence halls and/or from Reinhardt University.

General provisions regarding the possession and distribution of illegal drug possession, sale, or use of narcotic, mind-altering, or other illicit drugs, except for one's own prescription by a licensed physician, is prohibited by the University, local ordinances, as well as state and federal laws. Possession or use of prescription drugs prescribed to another individual is

prohibited by the University. The resale of one's own prescription is prohibited by the University.

Reinhardt University students found responsible for possession with intent to sell or distribute illegal drugs on campus and/or off campus will be expelled from Reinhardt University.

Students will not use or possess drug paraphernalia on campus. Possession of these devices may result in a charge of a violation against the drug policy and the Code of Conduct.

Reinhardt University will cooperate with all law enforcement agencies in the enforcement of such laws, on campus and off, and will not protect a student from such enforcement. Anyone who violates the drug policy is subject to the University's sanctions and to criminal sanctions. Therefore, in addition to the University sanctions listed below, criminal penalties may be imposed upon a person convicted of an offense.

Reinhardt University will assist students who voluntarily submit themselves to University officials for counseling and help with the misuse of alcohol or drugs. Under no circumstances will Reinhardt permit students to sell or distribute drugs to others.

Persons convicted of drug possession under state or federal law may be ineligible for federal student grants and loans.

### ***Synthetic Marijuana Policy***

The possession, use, distribution, control of, and/or aroma of synthetic cannabinoids (otherwise known as synthetic marijuana) is also strictly prohibited and will result in immediate dismissal from residence halls and/or from Reinhardt University. Moreover, possession, control of, delivery of, distribution of, administration of, or use of synthetic marijuana is illegal in the United States and Georgia.

Individuals found responsible for manufacturing, possessing, importing/exporting or distributing these substances will face university, criminal and or civil sanctions. Reinhardt University students engaging in these activities will also be held responsible under the University's drug policy.

Synthetic marijuana is a mixture of herbal and chemical ingredients that mimic the effects of tetrahydrocannabinol, or THC, the active ingredient in marijuana. Side effects of synthetic marijuana may include increased heart rate, paranoid behavior, agitation and irritability, nausea and vomiting, confusion, drowsiness, headaches, hypertension, electrolyte abnormalities, seizures, loss of consciousness and death.

### ***Athletics Drug Policy***

For those individuals who are members of NAIA sanctioned teams, positive results of drug testing will be referred to the Dean of Students or designee for processing to begin a formal hearing.

### ***Federal Regulations on a Drug-Free Workplace***

The Federal Drug Free Schools and Communities Act Amendments of 1989 require all public and private institutions of higher education to develop, distribute, and publicize a policy outlining the following:

1. Standards of conduct and sanctions;
2. Health risks;
3. Information on assistance and counseling;
4. Educational programs; and,
5. Legal sanctions regarding alcohol and drug use.

The intent of the legislation is to address the problem of underage and irresponsible drinking and/or use of illicit drugs on University campuses.

## **RECOGNIZED STUDENT ORGANIZATIONS**

Reinhardt University annually recognizes approximately 35–50 organizations each academic year. Students Organizations and their respective student officers and staff/faculty advisors are made aware of expectations around drug and alcohol use as well as other applicable policies and procedures through online training modules as well as orientation meetings when they seek their annual recognition.

The Student Organization Handbook includes AOD policies related to student organizations.

### ***Recognized Student Organizations Defined***

A Recognized Student Organization is a group of students organized around a common purpose that is officially designated by Reinhardt University. Student organizations are regarded as an integral part of the educational program at Reinhardt University. Student organizations enrich the lives of individuals and the campus in many ways. They provide avenues for learning outside of classrooms, for meeting other people, for sharing interests, for broadening members' horizons, for developing life, work and leadership skills, for gaining experience, and for engaging students as citizens of the campus community. The selection of student organizations is as diverse as our community members.

### ***Student Organization Recognition***

Recognition is a process through which a student organization is granted the privilege to function officially at Reinhardt University. Annually, nearly 50 student groups on the Reinhardt University campus complete the registration process to become Recognized Student Organizations.

### ***Authority to Recognize Student Organizations***

The authority to recognize student organization on behalf of Reinhardt University resides with the Director of Student Activities or her/his designee. This authority is delegated to the Student Government Association. The Student Government Association will vote to recommend to the Office of Student Activities whether the group should be a recognized student organization.

Recognized Student Organizations are expected to comply with University Policies regarding drug and alcohol use. The Office of Student Activities oversees registration for student

organizations and the following information is provided to all RSOs during their orientation with the Office of Student Activities.

### ***Oversight of Student Organization Related Alcohol and Drug Policies***

The respective policies are overseen and administered by the Division of Student Affairs and specifically the Office of Student Affairs. The Dean of Students or his/her designee monitor the policies and the Assistant Dean of Students routinely and annually updates the policies as needed. Any violation of these policies shall be reported to the Office of Student Affairs and/or Office of Student Activities. The Office of Student Affairs will send the report to the Judicial Officers for possible disciplinary action. The staff of the Office of Public Safety and/or the staff of the Office of Residence Life shall report any violation of this policy, whether at a group activity or on an individual basis, to the Office of Student Affairs and/or Office of Student Activities, who shall then be responsible for referring the matter to Judicial Officers for possible adjudication and disciplinary action according to established University non-academic disciplinary procedures. Possible sanctions shall be the same as those for other violations of nonacademic University rules and regulations as provided for in the University Student Code of Conduct and Policy Handbook for Student Organizations.

### ***Alcohol Policy for Student Organizations***

Manufacture, distribution, dispensation, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of alcohol or controlled substances is prohibited by University students and employees on University property, at official University functions, or on University business unless conducted in compliance with University policy or campus regulations. Students violating these policies are subject to disciplinary action, including suspension or dismissal from the University, and may be referred for criminal prosecution and/or required to participate in appropriate treatment programs.

## **FRATERNITY AND SORORITY LIFE**

Sororities and fraternities are expected to comply with all policies and procedures, and may be charged with violations of those standards. The Office of Student Activities is responsible for investigating reports of alleged violations of the *Code of Conduct* or other policies outlined in the Student Handbook. The procedure for organizational investigations is outlined in the Code of Conduct.

### ***Alcohol and Other Drug Policies***

Fraternities and sororities will comply with the following rules, in addition to those stated in the University Student Handbook:

1. The possession, sale, use or consumption of alcoholic beverages or drugs during a fraternity or sorority organization event, in any situation sponsored or endorsed by the fraternity and sorority organization, or at any event an observer would associate with a fraternity or sorority organization is prohibited.
2. No alcoholic beverages may be purchased through or with fraternity or sorority funds.
3. No alcoholic beverages may be purchase for members or guests undertaken or coordinated by any member in the name of or on behalf of the fraternity and sorority.
4. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.

5. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor including those under legal drinking age.
6. No fraternity or sorority organization may co-sponsor an event with an alcohol distributor or retail business at which alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a retail business.

### ***Event Management***

All events must have an Event Manager and Event Monitors. Event Managers and Event Monitors are students who are responsible for supervising the serving of alcohol and the overall management of registered events, including but not limited to the checking of IDs, general access to the event, staffing of entrances and exits, being present at all times during the event. Event Managers must designate the Event Monitors for the event and supervise their work. Event Managers and Event Monitors may share responsibility with their organization and possibly face student conduct action and/or legal penalties for violating the provisions of this policy and/or the laws of the State of Georgia.

An Event Manager registers the event and acts in the capacity of Social Host assuming all the responsibilities and requirements applicable under Georgia Law:

- It is against the law to provide alcohol to or purchase alcohol for minors.
- It is also illegal to have minors consuming alcohol in the location under your supervision.
- The provider is responsible if there is a reason to suspect the consumer of alcohol is under 21.
  - You may be held liable if you know minors under your supervision are drinking, and fail to intervene.

### ***Events at Other On-Campus Locations***

All chapters wishing to host an event at a space that is separate from their chapter house must complete all necessary forms to reserve space and register the event with Student Activities and the Office of Special Events. These forms can be found on the Student Activities website.

### ***Off-Campus Event Management***

All off-campus events must abide by the University policies.

1. Chapters may rent or contract with off-campus venues for closed events.
2. No chapter may co-sponsor an event with an alcohol distributor or tavern/bar (defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a tavern/bar as defined above for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern/bar or an event venue as defined above for a closed event held within the provisions of this policy, off-campus, event.
3. When an event utilizes a third party vendor, the host chapter(s) must inform the third party vendor that their business is responsible for:
  - a. Providing proper licensing by the appropriate state or local authority.
  - b. A copy of the following documentation must be on file with the Office of Student Activities for a specific vendor:

- (i) Copy of the contract with the vendor
  - (ii) Copy of the vendor's proof of insurance
  - (iii) Copy of the vendor's liquor license
  - (iv) Contact information for the vendor
  - (v) Copy of the transportation contract
  - (vi) Copy of the catering contract if not provided by the vendor
- c. The Vendor Must:
- (i) Be properly licensed by the appropriate local and state authority. This might involve both a liquor license and a temporary license to sell on the premises where the function is to be held.
  - (ii) Be properly insured with a minimum of \$1,000,000 of general liability insurance, evidenced by a properly completed certificate of insurance prepared by the insurance provider. The above "certificate of insurance" must also show evidence that the vendor has, as part of his coverage, "off premise liquor liability coverage and non-owned and hired auto coverage." The certificate of insurance must name an additional insured (at a minimum) the local chapter of the fraternity hiring the vendor as well as the national fraternity with whom the local chapter is affiliated.
  - (iii) Agree in writing to cash sales only, collected by the vendor, during the function.

## **RESIDENCE LIFE**

Reinhardt University houses approximately 750 in residence halls operated by the Office of Residence Life. Students are made aware of expectations around drug and alcohol use at community and hall meetings when they move in and through their housing contract.

The Residence Life Handbook includes AOD policies related to residential students. The Residence Life Handbook is currently available online ([www.reinhardt.edu/housing](http://www.reinhardt.edu/housing)).

### ***Oversight of Residence Life Related Alcohol and Drug Policies***

The respective policies are overseen and administered by the Division of Student Affairs and specifically the Office of Residence Life. The Director of Residence Life, Area Coordinators and Resident Assistants monitor the policies. The Director of Residence Life routinely and annually updates the policies as needed. Any violation of these policies shall be reported to the Office of Student Affairs and/or Office of Residence Life. The Office of Student Affairs will send the report to the Judicial Officers for possible disciplinary action. The staff of the Office of Public Safety and/or the staff of the Office of Residence Life shall report any violation of this policy, whether at an activity or on an individual basis, to the Office of Student Affairs and/or Office of Residence Life, who shall then be responsible for referring the matter to Judicial Officers for possible adjudication and disciplinary action according to established University non-academic disciplinary procedures. Possible sanctions shall be the same as those for other violations of non-academic University rules and regulations as provided for in the University Student Code of Conduct and Residence Life Handbook.

### ***Residence Life Programming***

Throughout the year, Area Coordinators along with Resident Assistants coordinate programs and workshops focusing on health and wellness to further educate residents about alcohol and drug use.

### ***Health and Safety Inspections***

To ensure the safety of students residing in university housing, the Office of Residence Life will periodically conduct room inspections to identify maintenance, cleanliness and safety concerns. Notice of inspections will be posted and communicated with residents via email no less than 7 days prior to inspection. Students are expected to maintain a general level of cleanliness and if this standard is not met, the student is expected to clean the room. This is done to keep control of pests and to enhance safety precautions. In addition the Residence Life Staff will inspect for violations of the Student Code of Conduct and the University Housing Contract Agreement. Items found that are considered a violation of university policy and/or state or federal law will be confiscated and the resident will be subject to student judicial proceedings.

### ***Residence Life Alcohol Policy***

Reinhardt University is a dry campus therefore any use of alcohol is a violation of the Student Code of Conduct. Alcohol paraphernalia is also not allowed. Alcohol is strictly prohibited on campus. Use, possession, sale, and/or acting under the influence of alcoholic beverages on campus will be determined by the following:

- Physical evidence: any container of an alcoholic beverage whether empty, full, or partially full will constitute sufficient evidence to find a student (or students), in a room (or suite) or in an automobile, guilty of possession of alcoholic beverages on campus.
- Physiological Evidence: any physiological indication of intoxication.

More information regarding the alcohol policy including possible sanction can be found within the alcohol policy section of the Student Handbook.

## **ATHLETICS**

In addition to complying with campus policies, Reinhardt University Athletics students and employees must also comply with departmental specific policies and procedures addressing alcohol and other drugs.

### ***Oversight of Student Related Alcohol and Drug Policies***

The respective policies are overseen and administered by the Director of Athletics. The Director of Athletics or his/her designee monitor the policies and the Director of Athletics and Coordinator of Sports Medicine (Head Athletic Trainer) routinely and annually updates the policies as needed. Any violation of these policies shall be reported to the Director of Athletics for possible disciplinary action according to established University non-academic disciplinary procedures and athletic policies. Possible sanctions shall be the same as those for other violations of nonacademic University rules and regulations as provided for in the University Student Code of Conduct and athletic policies.

## ***Student Athlete Assistance Program (SAAP) Substance Abuse Testing Policies and Procedures***

The Reinhardt University Sports Medicine Department is committed to the physical and mental health and wellbeing of its student athletes. The RU Sports Medicine Department recognizes that the use of certain drugs, legal or illegal, is not in the best interest of the student athletes. In an effort to combat the use of illicit drugs, the RU Sports Medicine Department, has implemented a comprehensive substance abuse education program in association with and in compliance of the Reinhardt University Code of Student Conduct to promote healthy and responsible lifestyles for student athletes. This policy will be effective June 1, 2017, and will be reviewed annually and revised if needed. *Refer also to the Reinhardt University Code of Conduct for full Drug and Alcohol Policy.*

### **I. Introduction and Overview**

- A. **PURPOSE-** The purpose of the RU Substance Abuse Education Program is multifaceted. The program focuses on the following objectives:
  1. To reinforce the Reinhardt University policy that the possession and/or use of illegal drugs and/or drug paraphernalia is prohibited on campus.
  2. Deterring the use of illicit drugs and alcohol
  3. Identifying substance-abuse users
  4. Providing substance-abuse rehabilitation and educational services
  5. Promoting the role of RU student athletes as representatives of the University and positive role models for the youth in the community
  6. Counseling student athletes
- B. **ZERO TOLERANCE** Reinhardt University, in order to support the mission of the University has adopted a zero tolerance policy for the use, possession, distribution, or manufacturing of an illicit or illegal drugs. Reinhardt University will not tolerate the use, possession, distribution, or manufacturing of illicit or illegal drugs by any student, employee, or guest of the university. Any student found to be in violation of this policy will face immediate interim suspension and suspension or expulsion of enrolment pending the outcome of a judicial hearing as stated in the Reinhardt University Student Handbook. Violations of the Reinhardt University Drug Policy also include, but are not limited to failing a university administered drug test, misuse of prescription medication, and/or actions performed while under the influence of drugs or mood altering substances. This zero tolerance policy does extend to actions that are on campus as well as off-campus. Students found to be in possession of drug paraphernalia will also be in violation of the Reinhardt University Illegal Drug Policy and be subject to a Level IV violation of the Reinhardt University Student Code of Conduct.
- C. **PROGRAM COMPLIANCE/ELIGIBILITY-** A student athlete must comply with the terms of this program that encompasses substance-abuse education. By signing RU's *Medical Examination and Authorization Waiver and Substance Abuse Testing Authorization Waiver*, the student-athlete agrees to submit to any and all tests ordered by RU in order to detect unauthorized substance abuse. Completion of this document is required of all student-athletes as a part of their annual pre-participation physical examination.

- D. CONFIDENTIALITY- All members of the Reinhardt University Sports Medicine Department are expected to respect a student athlete's privacy. It is essential that anything seen, heard, read, and/or otherwise obtained remain confidential by all parties involved. It is illegal for any unauthorized personnel to gain access to patient information, through any and all means, unless the information is needed in order to treat the patient, or their job would require such access.
- E. WHAT IS BEING TESTED FOR – Reinhardt University will follow in line with the NAIA championships testing for Performance Enhancing Drugs (PEDs)
- F. MEDICAL EXCEPTIONS- Exceptions will be made for student athletes with a documented medical history demonstrating the need for regular use of the banned drugs. The prescribing physician must provide documentation of drug use to the Head Athletic Trainer. This documentation should include the medication, medical history, the reason it is being prescribed and the dosage. If a student athlete fails to provide the proper documentation and tests positive it will be considered a violation and they will be sanctioned accordingly.

## **II. Testing Selection and Frequency**

- A. "REASONABLE SUSPICION"/PROBABLE CAUSE DRUG TESTING- Reinhardt University reserves the right to screen a student-athlete anytime there is reasonable suspicion that he/she may be engaged in the use of banned substance. The term "reasonable suspicion" means that information has been given to a member of the coaching staff, Sports Medicine Department, and/or athletics administrator, in good faith, from a reliable source or sources regarding a student-athletes use of banned substances. Other events or conduct or conduct may rise to the level of reasonable suspicion, including but not limited to: a. a student athletes possession or use of a prohibited substance; b. a student athletes arrest or conviction related to the possession of, use or trafficking of banned substances; c. abnormal conduct interpretable as being caused by the use of banned substances. A student athlete selected based on reasonable suspicion can be tested without prior cause.
- B. TEAM TESTING- There may be a situation where it may be necessary for a team to be drug tested (refer to reasonable suspicion process).

## **III. Student Notification Process for Testing**

- A. "REASONABLE SUSPICION" TESTING BY URINALYSIS
  - 1. Upon selection, student-athletes will be notified prior to test by a member of the Reinhardt University Sports Medicine Department.
    - a. Personnel will call all available phone numbers in an effort to notify the student-athlete. Personnel may notify a student athlete in person if possible.
    - b. Personnel will not leave a phone message on the student athletes voicemail or with anyone answering the phone besides the student athlete.
  - 2. Notification will take place no more than four (4) hours before the scheduled test.
  - 3. Upon notification, the student athlete will be asked to read and sign a Reinhardt University *Substance Abuse Testing Notification Form*, notifying him/her of the date, time and site of the testing.

- a. The student athlete will be instructed to report to the test site or location with a picture ID
  - b. The student athlete will not be allowed to practice or otherwise participate in team activities until he/she has reported to the testing site/location and supplied a viable sample.
  - c. If the student athlete does not contact the Sports Medicine Personnel prior to their drug testing, **THE TEST WILL BE CONSIDERED POSITIVE.**
4. It is the Head Athletic Trainers responsibility to notify the Director of Athletics of those individuals that do no report for their test within the scheduled periods of time.
  5. If a student athlete does not report at the scheduled time for his/her test, he/she will be sanctioned appropriately for her/her action. A “no show” will be interpreted as a positive test result, and the student athlete will enter the Reinhardt University Substance Abuse Program at the appropriate level.

#### **IV. Urinalysis Collection Procedures-**

- A. Every possible step will be taken to ensure and maintain the confidentiality of the test results and to ensure the identity and integrity of the sample throughout the collection and testing process.
  1. Only those persons authorized by Reinhardt University Sports Medicine Staff will be allowed in the specimen collection and processing areas.
  2. The Reinhardt University Director of Athletics or Head Athletic Trainer may release a sick or injured student athlete from the collection area or may release a student athlete to return to academic obligations only after appropriate arrangements for having the student athlete tested have been made and documented on the *Substance Abuse Testing Notification Form*.
  3. Upon entering the collection station, the student athlete will show his/her picture ID and will be identified by the Reinhardt University Sports Medicine Staff. The student athlete will record the time of arrival and print his/her name on the *Substance Abuse Testing Roster Form*.
  4. When ready to urinate, the student athlete will be asked to remove an unnecessary outer clothing, and to leave any personal belongings outside of the collection station.
  5. The student athlete will meet with the third party collection agency to fill out any necessary paperwork needed.
  6. A crew member will accompany the student athlete to the restroom, and will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen.
    - a. If the student athlete has difficulty voiding, he/she may drink fluids and/or eat foods approved by the Head Athletic Trainer. Such fluids and food items must be caffeine and alcohol free and free of any other banned substances.
    - b. If the specimen is incomplete, the student athlete must remain in the collection station with the sample until the sample is complete. During this period the student athlete is responsible for keeping the collection beaker closed and controlled.

- c. If the specimen is incomplete and the student athlete must leave the collection for a reason approved by the Head Athletic Trainer, the specimen must be discarded. Upon return to the collection station, the student athlete will be required to begin the collection procedure again.
7. Once the specimen has been provided, the student athlete is responsible for keeping the collection beaker closed and controlled.
8. The collector will, in the presence of the student athlete, assure the sample is closed and apply the tamper-evident seal to the beaker.
9. The student athlete will initial the tamper-evident label.
10. The student athlete will turn over the sample beaker to the third party testing agency
11. The student athlete and the collector will sign the Student Athlete Notification Form, certifying that the procedures were followed as described in the protocol.
12. Any deviation from the procedures outlined must be described and recorded on the Student Athlete Notification Form at that time.
13. The student athlete will sign out on the Testing Roster, collect his/her belongings, and immediately vacate the collection area.
14. After the collection has been completed, the specimens will be forwarded to the designated laboratory.
15. The specimens become property of Reinhardt University Athletics Department
16. Failure to sign the Substance Abuse Testing Notification Form, Substance Abuse Testing Roster Form, arrive at the collection station at the designated time without justification, or provide a urine specimen according to the aforementioned protocol is cause for the same action (s) as evidence of use of a banned substance. The RU Head Athletic Trainer will inform the student-athlete of these implications and will record such on the Substance Abuse Testing Notification Form.

#### **V. Specimen Collection Manipulation or Adulteration**

Any attempt to substitute, manipulate, adulterate or intentionally dilute a urine specimen will be treated as a positive drug test. Manipulation refers to the use of any product, including excessive water consumption, used for the purpose of providing a dilute urine sample. Adulteration refers to the use or attempted use of any chemical or product (including water) added directly to the urine sample for the purpose of interfering with the testing procedures used to identify the presence of drugs.

#### **VI. Reporting Results**

- A. The designated third party will be responsible for reporting positive results to Reinhardt University Head Athletic Trainer. If the test results are negative, no correspondence will be needed.
- B. Specimens are identified by the last four (4) digits of a student athletes social security number. Upon a positive finding, the code number will be broken to identify the student-athlete

- C. Upon a positive finding, the third party testing agency will contact the Head Athletic Trainer. The Head Athletic Trainer, Director of Athletics, the Head Coach and the Vice President of Student Affairs will meet to discuss the findings of the test.
- D. The Director of Athletics and Head Athletic Trainer will meet with the student athlete to discuss the positive findings and the consequences. At the conclusion of the meeting the student athlete will sign a Disciplinary Action Contract.
- E. The Director of Athletics will then contact the student athlete parent/guardian to inform them of the findings. A copy of the Disciplinary Action Contract will be sent to the parent/guardian.
- F. In the event of a positive test for an illegal substance, the Vice President of student affairs may be authorized to allow a search of the students on-campus residence.
- G. The student athlete will then carry out consequences of the substance abuse program.

## **VII. Sanctions for Positive Test Results**

### **A. FIRST (1<sup>st</sup>) VIOLATION**

- 1. Upon a confirmed positive test finding, the student athlete will be suspended from all athletic competition, travel, and pre-event meals for 10% of the season. All suspensions are rounded up to the nearest game. If the student athlete is unable to complete the suspension due to the end of the season, the suspension will carry over into the next season. Any suspension not completed prior to the post-season competition will continue throughout the post-season. This also applies in the even of an off-season test. If the student athlete is unable to participate due to injury or any other reason the suspension will be served once the student athlete is cleared for participation.
- 2. The student athlete will be required to complete ten (10) hours of community service, to be completed within 30 days.
- 3. The student athlete will also have to complete an initial meeting with the counseling center for which future treatment session and counseling sessions will be determined and closely monitored by the sports medicine staff. The student athlete will continue in counseling until released by Reinhardt University's licensed counselor or designate.
- 4. The student athlete must also pass a medical examination prior to return to activity.
- 5. The student athlete will be required to submit to subsequent urine samples, as determined by the Head Athletic Trainer, the Director of Athletics, the physician and/or the Vice President of student affairs at their own expense. Failure to comply with the above policy will result in an immediate suspension from all athletic activity indefinitely and the addition of (10) community service hours.

### **B. SECOND (2<sup>nd</sup>) VIOLATION**

- 1. Upon a confirmed positive test finding, the student athlete will be suspended from all athletic competition, travel, and pre-event meals for 25% of the season. All suspensions are rounded up to the nearest game. If the student athlete is unable to complete the suspension due to the end of the season, the suspension will carry over into the next season. Any suspension not completed prior to the post-season competition will

continue throughout the post-season. This also applies in the event of an off-season test. If the student athlete is unable to participate due to injury or any other reason the suspension will be served once the student athlete is cleared for participation.

2. The student athlete will be required to complete twenty (20) hours of community service, to be completed within 30 days.
3. The student athlete will also have to complete an initial meeting with the counseling center for which future treatment session and counseling sessions will be determined and closely monitored by the sports medicine staff. The student athlete will continue in counseling until released by Reinhardt University's licensed counselor or designate.
4. The student athlete must also pass a medical examination prior to return to activity.
5. The student athlete will be required to submit to subsequent urine samples, as determined by the Head Athletic Trainer, the Director of Athletics, the team physician and/or the Vice President of student affairs at their own expense.
6. Failure to comply with the above policy will result in an immediate suspension from all athletic activity and the addition of (10) community service hours.

#### C. THIRD (3<sup>rd</sup>) VIOLATION

1. Upon notification of a 3<sup>rd</sup> positive test, the student athlete will be immediately removed from all athletic participation
2. The student athlete will be referred to the on-campus Counseling Center to be further referred to an appropriate rehabilitation program.
3. All athletic financial aid will be withdrawn at the close of the academic semester for the remainder of the student athlete's career
4. A student athlete may appeal, in writing, the findings of the drug test to the Athletic Director within forty-eight (48) hours of being notified.

### **IX. Substance Abuse Intervention**

- A. The student athlete will be required to attend the Substance Abuse Intervention Program through the RU Counseling Center. The counselor will then evaluate the student athlete, provide recommendations for treatment and then notify the Sports Medicine Staff of its recommendations. If the substance abuse problem goes beyond the scope of practice of the Counseling Center the student athlete will be referred to an off campus treatment facility. The Counseling Center will act as the liaison between the off-campus treatment facility and the Sports Medicine Staff.
- B. The student athlete will be required to sign a release for the Counseling Center and/or if needed the off campus treatment facility to maintain attendance records
- C. The student athlete who does not adhere to the treatment plan administered by the Counseling Center or off campus treatment facility will be violating the rules set forth by the Reinhardt University Sports Medicine Department. The student athlete will lose eligibility for the remainder of the current season and

upon their 3<sup>rd</sup> violation they will lose all eligibility as a Reinhardt University athlete.

#### **X. Appeal Process**

- A. If a student athlete chooses to appeal a positive test, a written request must be provided within forty-eight (48) hours of being notified of a positive test. The written request must be submitted to the Head Athletic Trainer, Director of Athletics and Vice President of Student Affairs. The Head Athletic Trainer will request that specimen B be opened and tested for the student athlete. The student athlete will be responsible for payment of the screening of specimen B and all over laboratory costs. The findings of specimen B will be final.
- B. If a student athlete chooses to appeal a disciplinary action for a positive test or refusing to be tested, a written request must be provided within forty-eight (48) hours of being notified of a positive test. The written request must be submitted to the Head Athletic Trainer who will then provide a copy to the Director of Athletics. The appeals meeting will take place with seventy-two (72) hours of receiving the written notification. The request will be reviewed by the Department of Athletics Appeals Committee. The committee members include the Director of Athletics, the Vice President of Student Affairs, the Head Athletic Trainer, Director of Counseling Center, an uninvolved Coach, and a student athlete representative. Only the members of the Appeals Committee and the student athlete may be present during the appeals meeting. The decision made by a majority vote will be final and the disciplinary actions are not subject to further appeal.
- C. The Athletic Director will determine participation status of the student athlete during the appeals process following medical clearance by the team physician. Once cleared, the Head Coach will ultimately determine participation in team activities.

#### **XI. Disclaimer**

In the situation of a student athlete involving a substance abuse problem, that has not been addressed in the following policy, it is up to the discretion of the Director of Athletics, the Vice President of Student Affairs and the Head Athletic Trainer to set forth consequences for the student athlete.

#### **XII. Safe Harbor Program**

- A. The Safe Harbor Program is for student athletes who voluntarily self-disclose a problem with a banned substance. Student athletes are eligible for the program if they self-disclose *prior to being selected for a drug test*. Student athletes will only be allowed to participate in the Safe Harbor program once while participating in Reinhardt University athletics.
- B. Requests for the Safe Harbor Program must be made to the Head Athletic Trainer and a request will be signed by the student athlete.
- C. Once the student athlete declares safe harbor they will:
  - 1. Be immediately screened for drugs
  - 2. Become ineligible for drug testing through the Reinhardt University Drug Testing Program
  - 3. Be evaluated by the Counseling Center and team physician to determine a treatment plan, which could include no athletic participation until cleared by the Team Physician
  - 4. Adhere and complete the prescribed treatment plan

5. Remain in the Safe Harbor Program until the treatment plan has been completed and provide a negative drug test, which will not exceed thirty (30) days.
- D. If the student athlete tests positive for a banned substance *upon entering* the safe harbor program, that positive test will not result in any administrative sanction
- E. If the student athlete tests positive *after entering* the Safe Harbor Program they will immediately be removed and the test will be treated as a first positive test and sanctions will follow. If the student athlete tests positive on a subsequent drug test, it will be considered a second positive test and they will be sanctioned according to the drug testing policy.
- F. The Director of Athletics, Vice President of Student Affairs, and Head Coach may be informed of the student's participation in the Safe Harbor Program.

## **EMPLOYEES**

An employee is defined as a person who holds a University staff or academic appointment. This includes student employees and work-study students who work at the University. University policy prohibits the unlawful use, sale, manufacture, distribution, dispensing, or possession of alcohol or of controlled substances by University employees and students in the workplace, on University premises, at official University functions, or on University business. In addition, employees and students shall not use illegal Substances or abuse legal substances in a manner that impairs work performance, scholarly activities, or student life.

Employees violating these policies may be subject to corrective action and/or discipline, including dismissal, under applicable University policies and labor contracts, and may be referred for criminal prosecution and/or required to participate in an Employee Support Program or appropriate treatment program.

### ***Oversight of Student Related Alcohol and Drug Policies***

The respective policies are overseen and administered by the Division of Finance and Administration and specifically the Office of Human Resources. The Chief Finance Officer or his/her designees monitor the policies and the Director of Human Resources routinely and annually updates the policies as needed. Any violation of these policies shall be reported to the Office of Human Resources who shall then be responsible for possible adjudication and disciplinary action according to established University employee procedures. Possible sanctions shall be the same as those for other violations of University rules and regulations as provided for in the University Employee Handbook.

### **Employee (Faculty/Staff) Handbook (Excerpts)**

The Employee Handbook for faculty and staff is currently available online and include campus AOD policies.

### ***Substance Abuse Policy***

Reinhardt University believes that students and employees are best served by ensuring that the workplace remains free from the effects of alcohol and illegal drugs. Illegal drugs, as referred to in this policy, include drugs that are not legally obtainable, as well as drugs that are legally obtainable but used for illegal or unauthorized purposes. Therefore, Reinhardt University

prohibits the unlawful use, possession, manufacture, or sale of alcoholic beverages, marijuana, narcotics, or hallucinogenic drugs or any other illegal drugs, on campus by students or employees. Anyone under the influence of alcohol and/or drugs during work hours or at any off-campus events sponsored by Reinhardt University will be subject to disciplinary action up to and including termination.

The legal use of prescribed drugs is permitted on the job only if it does not impair your ability to perform the essential functions of the job effectively and in a safe manner that does not endanger other individuals in the workplace. If you are taking prescribed drugs which may affect your attentiveness, cause drowsiness, or otherwise impair your abilities, please notify your supervisor or Human Resources of this fact so modifications to job duties can be made if appropriate.

If the University has a reasonable suspicion that an employee has violated this policy, it will conduct an investigation, which may include an unannounced search of University premises or property and/or the employee's personal property.

All employees of Reinhardt University, as a condition of employment, implicitly agree to notify the University of any criminal drug statute conviction no later than five (5) days after such conviction.

An Employee Assistance Program (EAP) is provided at no cost to all employees and their dependents. The EAP is available to help employees deal with a variety of personal and professional issues including drug and alcohol abuse, stress management, personal relationships, childcare/eldercare referrals, legal issues, financial planning, etc., and is completely voluntary and confidential. Employees and their dependents can seek assistance from trained professionals through this program. Please contact the Human Resources Office for more information about this program.

If you have a drug or alcohol problem that has not resulted in and is not the immediate subject of disciplinary action, you may request approval to take unpaid time off to participate in a rehabilitation or treatment program. Leave may be granted if you agree to abstain from use of the problem substance, you abide by all University policies, rules, and prohibitions relating to conduct in the workplace, and if granting the leave will not cause the University undue hardship. Employees with questions or concerns about substance dependency or abuse are encouraged to discuss these matters with their supervisor or the Human Resources Director to receive assistance or referrals to appropriate resources in the community.

### ***Drug and Alcohol Testing Program Policy***

#### **Policy Statement**

Reinhardt University recognizes the problem of substance abuse in society and in the workplace. This substance abuse policy seeks to prevent the employment of individuals for position in Safety Sensitive Positions, Security and Facility Services who use controlled substances or who abuse legal drugs and to prevent workplace accidents resulting from employees illegally using drugs. The University seeks to provide a safe work environment within which to achieve that mission and to maximize the skills and talents of our employees

a well as to fully comply with state and federal requirements concerning substance abuse. This policy statement is offered to clarify the University's position on employee drug and alcohol use. This policy and its procedures should not be construed as contractual in any nature.

#### Policy Objectives:

1. To create and maintain a safe, drug-free working environment.
2. To encourage employees with a dependence on, or addition to, alcohol or other drugs to seek help in overcoming the problem.
3. To reduce problems of absenteeism, tardiness, carelessness and/or other unsatisfactory matters related to job performance.
4. To reduce the likelihood of incidents of accidental personal injury and/or damage to students, employees, visitors or property.
5. To reduce the likelihood that the University property will be used for illicit drug activities.
6. To protect the reputation of the University and its employees within the community.

This University Policy requires that employees report to work without being under the influence of alcohol, and without illegal or mind-altering substances in their systems. Specifically, no employee shall report for work or remain on duty requiring the operation of a motor vehicle, other hazardous equipment or performing job duties in a hazardous environment when the employee is using any controlled substance, even one legally prescribed. An employee, however, may report to work when the use has been prescribed by a physician who has advised the employee that the substance does not adversely affect the employee's ability to perform in a safe manner. No employee shall use alcohol or illegal drugs while on duty.

Employees must inform their supervisor when they are taking legally prescribed and/or over the counter medication that may affect their ability to safely carry out their job responsibilities.

The University also prohibits employees from using, possessing, manufacturing, distributing or making arrangements to distribute illegal drugs while at work or on University property.

#### Enforcement

In order to enforce this policy, the University will require designated employees to submit to scheduled random drug and alcohol testing. All University employees are subject to reasonable suspicion and on the job accidents drug and alcohol testing as well as, in certain situations, return to work testing following treatment after a positive drug or alcohol test.

Job Applicants for designated positions may be required to submit for drug testing post-offer/pre-employment.

Employees are required to report all accidents involving University property or personnel or accidents that occur during University hours or at University-related activities.

Violations of this University Policy and the Drug-Free Campus Policy will subject the employee to discipline, possibly including discharge. Refusal to cooperate with the University in any test investigation will result in discipline, up to and including discharge.

Employees who return to work following a successful completion of a Substance Abuse Professional (SAP) approved rehabilitation program will be required to submit to follow-up testing in addition to the general University testing requirements. If an employee who test positive for drugs or alcohol does not complete the required rehabilitation program, the employee will be recommended for termination.

All information, interviews, reports, statements, memoranda and test results, written or otherwise, received the employer through its drug and alcohol testing program are confidential communication and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings except in accordance with the provisions of the Policy Consent/Release Form as noted at the time of testing.

Any question should be directed to the Department of Human Resources.

### ***Employee Professional Conduct – Code of Conduct***

To ensure orderly operations and provide the best possible work environment, Reinhardt University expects employees to follow rules of conduct that will protect the interests and safety of all employees and the organization.

Although it is not possible to list all the forms of behavior that are considered unacceptable in the workplace, the following are examples of conduct that may result in disciplinary action, up to and including termination.

Employees must not:

- Come to work under the influence of alcohol or drugs, or bring alcoholic beverages or drugs onto University property.

### **Smoking/Tobacco Policy**

Reinhardt University has adopted a campus wide no smoking and tobacco use policy to establish a clean and healthy environment for the entire community; as such smoking and the use of tobacco products (including all forms of smokeless tobacco, e-cigarettes and vapor devices) is prohibited on Reinhardt University's properties. This policy includes smoking and the use of tobacco products within all university facilities including buildings, vehicles, athletic and recreational facilities, the student life center, and all residence hall floors, hallways and wings (including apartments). Failure to abide by this policy will result in a violation of the Code of Conduct. The first violation of this policy will result in a Level I violation and each continuous offense will move up to the next level.

Reinhardt University promotes a safe, clean and healthy environment. The University's smoking and tobacco use policy is designed to foster a healthy and safe environment for all students, employees and visitors while on campus or on other University properties. Students, faculty and staff at Reinhardt University have the right to live and work in a smoke-free environment for health as well as safety concerns.

### ***Monitoring the University's Smoking & Tobacco Use Policy***

The Smoking & Tobacco Use Policy will be enforced under existing guidelines for infractions of University policies, rules and procedures pertaining to students and employees. University employees who violate the Smoking & Tobacco Use Policy are subject to employee discipline. Students who violate the Smoking & Tobacco Use Policy may be charged through the Student Discipline Code of Conduct. Visitors should be politely reminded that tobacco use is limited to designated areas. Any University employees and students also may take the initiative to inform individuals of the outdoor policy and ask for their compliance. Residence Life will implement, monitor and enforce all aspects of this policy for the residential buildings and areas. Public Safety will advise individuals who are not in compliance with the University's smoking and tobacco use policy of the designated smoking and tobacco use areas. Any violations related to the smoking and tobacco use policy should be reported immediately to the Office of Student Affairs when students are involved and to Human Resources or the appropriate supervisor when employees are involved.

### **Sexual Harassment and Sexual Violence Policy (Effective September 1, 2018)**

Reinhardt University's Sexual Harassment and Sexual Violence Policies and procedures are currently available online ([www.reinhardt.edu/titleix](http://www.reinhardt.edu/titleix)) as well as in the Student Handbook ([reinhardt.edu/student-handbook/](http://reinhardt.edu/student-handbook/)).

#### **I. Introduction**

It is the policy of Reinhardt University ("Reinhardt" or "the University") to maintain an environment for students, faculty, administrators, staff, and visitors that is free of all forms of discrimination and harassment, including sexual misconduct. The University has enacted this Sexual Misconduct Policy (the "Policy") to reflect and maintain its institutional values and community expectations, to provide for fair and equitable procedures for determining when this Policy has been violated, and to provide recourse for individuals and the community in response to violations of this Policy.

This Policy prohibits all forms of sexual or gender-based discrimination, harassment, and misconduct, including sexual assault, non-consensual sexual contact, dating violence, domestic violence, sexual exploitation, and stalking. This Policy also prohibits retaliation against a person who reports, complains about, or who otherwise participates in good faith in any matter related to this Policy. All of the foregoing conduct shall be referred to as "Prohibited Conduct."

Reinhardt does not discriminate on the basis of sex in its educational, extracurricular, athletic, or other programs or in the context of employment. Sex discrimination is prohibited by Title IX of the Education Amendments of 1972, a federal law that provides:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

If you would like to read more about these requirements and guidelines the link is provided below: <http://www2.ed.gov/about/offices/list/ocr/docs/title-ix-rights-201104.pdf>

## **II. Scope of Policy**

This Policy applies to all reports of Prohibited Conduct.

When used in this Policy, “Complainant” refers to the individual who is identified as the subject of Prohibited Conduct. “Respondent” refers to the individual alleged to have engaged in Prohibited Conduct. A “Third-Party” refers to any other participant in the process, including a witness or an individual who makes a report on behalf of a Complainant.

### **Persons Covered**

This Policy applies to all Reinhardt community members, including students, faculty, administrators, staff, volunteers, vendors, contractors, visitors, and individuals regularly or temporarily employed, conducting business, studying, living, visiting, or having any official capacity with the University or on its property.

The University strongly encourages reports of Prohibited Conduct regardless of who engaged in the conduct. Even if the University does not have jurisdiction over the Respondent, the University will take prompt action to provide for the safety and well-being of the Complainant and the broader campus community.

### **Locations Covered**

This Policy applies to all on-campus conduct and some off-campus conduct, described below. The University strongly encourages reports of Prohibited Conduct regardless of location. Even if the Policy does not apply to the conduct because of its location, the University will take prompt action to provide for the safety and well-being of the Complainant and the broader campus community.

1. **On-Campus Conduct.** This Policy applies to conduct that occurs on-campus, including conduct which occurs on property owned or controlled by the University.
2. **University Programs.** This Policy applies to conduct that occurs in the context of University employment or education programs or activities, including, but not limited to, University study abroad or internship programs.
3. **Off-Campus Conduct.** This Policy also applies to conduct that occurs off campus and has continuing adverse effects on, or creates a hostile environment for, any member of the Reinhardt community on-campus or in any University employment or education program or activity.

## **III. Prohibited Conduct and Definitions**

### **Harassment**

“Harassment” is conduct that creates an intimidating, offensive, or hostile working or learning environment or that unreasonably interferes with work or academic performance based on a person’s protected status, including sex, sexual orientation, gender identity, or gender expression. All such conduct is unlawful. Harassment does not have to be sexual in nature.

## **Sexual Harassment**

“Sexual Harassment” is any unwelcome sexual advance, request for sexual favors, or other unwelcome conduct of a sexual nature, whether verbal, physical, graphic, or otherwise.

Generally speaking, harassment can be divided into two types of conduct:

1. *Quid Pro Quo Harassment*. Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment, academic standing, or participation in any aspect of a University program or activity or is used as the basis for the University’s decisions affecting the individual.
2. *Hostile Environment*. A hostile environment exists when the conduct is sufficiently severe, pervasive, or persistent that it unreasonably interferes with, limits, or deprives an individual from participating in or benefiting from the University’s education or employment programs and/or activities. Whether conduct is sufficiently severe, pervasive, or persistent is determined both from a subjective and objective perspective.

Harassing conduct can take many forms. The determination of whether an environment is hostile is based on the totality of the circumstances, including but not limited to: (1) the frequency of the conduct; (2) the nature and severity of the conduct; (3) whether the conduct was physically threatening; (4) the effect of the conduct on the Complainant’s mental or emotional state, with consideration of whether the conduct unreasonably interfered with the Complainant’s educational or work performance and/or University programs or activities; (5) whether the conduct was directed at more than one person; (6) whether the conduct arose in the context of other discriminatory conduct; and (7) whether the conduct implicates concerns related to academic freedom or protected speech.

A single isolated incident may create a hostile environment if the incident is sufficiently severe, particularly if the conduct is physical. A single incident of Sexual Assault, for example, may be sufficiently severe to constitute a hostile environment. In contrast, the perceived offensiveness of a single verbal or written expression is typically not sufficient to constitute a hostile environment.

## **Consent**

Consent is the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter. An individual who was asleep, or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or who was under duress, threat, coercion, or force, is not able to give consent. Further, one cannot infer consent under circumstances in which consent was not clear, including but not limited to the absence of “no” or “stop,” or the existence of a prior or current relationship or sexual activity.

## **Intimidation**

Intimidation is the use of implied threats to overcome an individual’s freedom of will to choose whether or not to participate in sexual activity or provide consent. Consent cannot be obtained by intimidation.

## **Incapacitation**

Incapacitation is a state where an individual cannot make an informed and rational decision to engage in sexual activity because of a lack of conscious understanding of the fact, nature, or extent of the act (e.g., to understand the *who, what, when, where, why or how* of the sexual interaction) and/or is physically helpless. An individual is incapacitated, and therefore unable to give consent, if the individual is asleep, unconscious, or otherwise unaware that sexual activity is occurring. An individual will also be considered incapacitated if the person cannot understand the nature of the activity or communicate due to a mental or physical condition.

### **Retaliation**

Retaliation includes adverse action taken against a person for making a good faith report of Prohibited Conduct or participating in any proceeding under this Policy. Adverse action may include conduct that threatens, intimidates, harasses, discourages or coerces. Retaliation can be committed by or against any individual or group of individuals, not just a Respondent or Complainant.

### **Force**

Force is the use or threat of physical violence to overcome an individual's freedom of will to choose whether or not to participate in sexual activity or provide consent. Consent cannot be obtained by force.

### **Coercion**

Coercion is the improper use of pressure to compel another individual to initiate or continue sexual activity against that individual's will. Consent cannot be obtained through coercion.

Coercion can include a wide range of behaviors, including intimidation, manipulation, threats, and blackmail. A person's words or conduct are sufficient to constitute coercion if they wrongfully impair another individual's freedom of will and ability to choose whether or not to engage in sexual activity. Examples of coercion include threatening to "out" someone based on sexual orientation, gender identity, or gender expression and threatening to harm oneself if the other party does not engage in the sexual activity. When someone indicates, verbally or physically, that they do not want to engage in a particular sexual activity, that they want to stop a particular activity, or that they do not want to go past a certain point of sexual interaction, continued activity or pressure to continue beyond that point can be coercive.

### **Intimate Partner**

An "intimate partner" is a person who is legally married to another person; persons formerly married to one another; persons who have a child in common, regardless of whether such persons are married or have lived together at any time; couples who live together or have lived together; or persons who are dating or who have dated in the past, including same sex couples.

### **Sexual Exploitation**

Sexual Exploitation occurs when an individual takes non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. Examples of Sexual Exploitation include, but are not

limited to surreptitiously observing another individual's nudity or sexual activity or allowing another to observe consensual sexual activity without the knowledge and consent of all parties involved; non-consensual sharing or streaming of images, photography, video, or audio recording of sexual activity or nudity of the person being exploited, or distribution of such without the knowledge and consent of all parties involved; exposing one's genitals or inducing another to expose their own genitals in non-consensual circumstances; knowingly exposing another individual to a sexually transmitted disease or virus without their knowledge; and inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity.

### **Rape**

Reinhardt University defines "rape" as any penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

### **Sexual Assault**

Reinhardt University defines "sexual assault" as a forcible or non-forcible offense that meets the definition of rape, fondling, incest, or statutory rape defined under the uniform crime reporting system of the Federal Bureau of Investigation.

- Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

### **Dating Violence**

Reinhardt University defines "dating violence" as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship would be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence would include, but would not be limited to, sexual or physical abuse or the threat of such abuse.

### **Domestic Violence**

Reinhardt University defines "domestic violence" as the use of abusive or violent behavior, including threats and intimidation, between people who have an ongoing or prior intimate or familial relationship, including individuals who are or have been married, living together, or dating. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

## **Stalking**

Reinhardt University defines “stalking” as the act of engaging in a course of conduct directed at a specific person that would cause a reasonable person to feel fear. Stalking may include, for example, non-consensual communication, including in-person communication or contact, surveillance, telephone calls, voice messages, text messages, email messages, social networking site postings, instant messages, postings of pictures or information on web sites, written letters, gifts or any other communications that are undesired and/or place another person in fear.

## **Privacy and Confidentiality: Understanding the Differences**

The University is committed to protecting the privacy of all individuals involved in the investigation and resolution of reports under this Policy. The University also is committed to assisting students, employees, and third Parties in making informed choices. With respect to any report under this Policy, the University will make reasonable efforts to protect the privacy of participants, in accordance with applicable state and federal law, while balancing the need to gather information to take steps to eliminate Prohibited Conduct, prevent its recurrence, and remedy its effects. All University employees who are involved in the University’s Title IX response receive specific instruction about respecting and safeguarding private information.

Privacy and confidentiality have distinct meanings under this Policy.

### **1. Privacy**

“Privacy” generally means that information related to a report of Prohibited Conduct will only be shared with a limited circle of individuals who “need to know” in order to assist in the assessment, investigation, or resolution of the report. While not bound by confidentiality, these individuals will be discreet and respect the privacy of all individuals involved in the process.

### **2. Confidentiality**

“Confidentiality” generally means that information shared by an individual with designated campus or community professionals cannot be revealed to any other individual without the express permission of the individual.

Students may call the direct line of Office of Student Affairs at 770-720-5538 or reach out to the following confidential resources at Reinhardt University:

- ***Campus Counselor***

Adam Powell  
Smith-Johnston Hall  
(770) 720-5549  
[counseling@reinhardt.edu](mailto:counseling@reinhardt.edu)

- ***Campus Pastor***

Rev. Jamie Hudgins  
Hill Freeman Library  
(770) 720-5634  
[jth@reinhardt.edu](mailto:jth@reinhardt.edu)

- ***Campus Nurse***  
Kristy Hough  
Smith-Johnston Hall  
(770) 720-5542  
[nurse@reinhardt.edu](mailto:nurse@reinhardt.edu)

### **Responsible Employees and Requests for Confidentiality**

A “Responsible Employee” includes any employee who:

- (1) Has the authority to take action to redress the harassment;
- (2) Has the duty to report to appropriate school officials sexual harassment or any other misconduct by students or employees; or
- (3) A student could reasonably believe has the authority or responsibility to take action.

All University employees who do not have legally protected confidentiality are considered Responsible Employees. This includes all employees with supervisory or leadership responsibilities on campus, including, but not limited to, faculty, coaches, administrators, staff members and Resident Advisors. The University requires that all Responsible Employees share a report of misconduct with the Title IX Coordinator or a Deputy Title IX Coordinator. The purpose of this requirement is to permit the University to take immediate and corrective action to respond to allegations of Prohibited Conduct.

A student may desire to report Prohibited Conduct to the University but to maintain confidentiality; if so, the Title IX Coordinator will evaluate such requests. Where a Complainant requests that the Complainant’s name or other identifiable information not be shared with the Respondent or that no formal action be taken, the Title IX Coordinator, in conjunction with the Title IX team, will balance the Complainant’s request with its dual obligation to provide a safe and non-discriminatory environment for all University community members and to remain true to principles of fundamental fairness that ordinarily provide for notice and an opportunity to respond before action is taken against a Respondent. In making this determination, the University may consider the seriousness of the conduct, the respective ages and roles of the Complainant and Respondent, whether there have been other complaints or reports of harassment or misconduct against the Respondent, and the rights of the Respondent to receive notice and relevant information before disciplinary action is sought.

The University will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation, but its ability to do so may be limited based on the nature of the request by the Complainant. Where the University is unable to take action consistent with the request of the Complainant, the Title IX Coordinator or a member of the Title IX team will inform the Complainant about the chosen course of action, which may include the University seeking disciplinary action against a Respondent. Alternatively, the course of action may also include steps to limit the effects of the alleged harassment and prevent its recurrence that do not involve formal disciplinary action against a Respondent or revealing the identity of the Complainant.

### **Sexual Violence Hate Acts**

Reinhardt University defines “sexual violence hate act” to mean a sexual violence act that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Categories of bias that may serve as the basis for a determination that a sexual violence act is a hate crime would include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

#### **“Amnesty” Policy**

A student who is under the influence of alcohol or drugs at the time of a sexual misconduct incident should not be reluctant to seek assistance for fear of being sanctioned. The Dean of Students will not pursue disciplinary violations against a student (or against a witness) for his or her improper use of alcohol or drugs (e.g. underage drinking, drinking on campus) if the student is making a good faith report of sexual misconduct. This Policy only provides amnesty from violations of the Reinhardt University Code of Conduct. It does not necessarily grant amnesty for criminal, civil, or legal consequences for violations of Federal, State, or Local law.

#### **IV. Title IX Coordinator**

Pursuant to Title IX of the Educational Amendments of 1972 and 34 C.F.R. Part 106, Reinhardt University's Title IX Coordinator is the designated representative of the University with primary responsibility for coordinating University Title IX compliance efforts. The responsibilities of this position are critical to the advancement, execution, and monitoring of University-wide efforts to comply with Title IX legislation, regulation, and case law. The Title IX Coordinator is the University agent who is charged with the responsibility to oversee and monitor Title IX related policies and developments; the implementation and oversight of grievance processes and procedures, including notification, investigation and disposition of complaints; provision of educational materials and training for the campus community; conducting and/or coordinating investigations of complaints received pursuant to Title IX; ensuring a fair and neutral process for all parties; and monitoring all other aspects of the University's Title IX compliance.

Reinhardt University's Title IX Coordinator is:

Kristy Starling  
Title IX Coordinator  
Director of Human Resources  
Burgess Administration Building  
Lower Level  
770-720-5897  
kls1@reinhardt.edu

#### **V. Reporting Procedures**

A Reinhardt University student who believes she/he has been subject to Prohibited Conduct or that an act of Prohibited Conduct has taken place should notify the Title IX Coordinator or a Responsible Employee such as the Dean of Students, a Resident Adviser, an Assistant

Dean of Students, the Director of Public Safety, Public Safety Officer, Director Residence Life, Director of Athletics, or an Athletic Coach.

The first concern of any official to whom Prohibited Conduct is reported will be the well-being of the Complainant. In particular, the official will inform the student of both on- and off-campus resources available to her/him and help the student make contact with the resources she/he chooses. If the student requests the assistance of local law enforcement, the University official will notify the Reinhardt University Department of Public Safety (770-720-5789 or 5911). The Department of Public Safety will notify Cherokee County Sheriff's Office.

The second concern of University officials must be the safety of the Reinhardt University community. If there is reason to believe that an assailant is at large who poses an immediate threat to other members of the community, the Title IX Coordinator and the Director of Public Safety will take action to protect the campus. The identity of the Complainant will not be revealed during this process.

After seeing to the well-being of the Complainant reporting the incident and to the immediate security of the campus, the Title IX Coordinator and the Director of Public Safety will assist local law enforcement in the investigation of the charge, if requested by the student. Such investigation may involve the examination of physical evidence, the interviewing of persons with relevant information, or other steps which particular circumstances make necessary. In conducting this investigation the privacy of the student bringing the charge will be respected.

The privacy of any Respondent will also be respected. Charges of sexual assault brought by a Reinhardt University student against a member of the Reinhardt student community, or a guest in the community, will be reviewed by the Title IX Coordinator. Charges of sexual assault brought by a Reinhardt student against a member of the faculty or staff will be addressed through the University's procedures concerning sexual harassment and other forms of harassment and discrimination.

An individual accused of certain acts of Prohibited Conduct may be subject to prosecution under Georgia criminal statutes. A Complainant is free to bring charges through the University and the criminal system simultaneously; however, the two processes are separate. It is not necessary for a student to pursue the matter criminally in order to initiate a University proceeding. Also, the University will not wait until prosecution procedures are initiated or until a judgment is reached in court in order to proceed with its own decision-making process or to impose penalties.

The Office of Title IX, and the Title IX team, will coordinate resolution of all reports of Prohibited Conduct defined in the Sexual Misconduct Policy, including reports of discrimination, harassment, and/or retaliation (Title IX prohibited conduct).

As described below, both Parties will have the opportunity to object to the involvement of any member of the Title IX team on the grounds of bias or conflict of interest. If either of the Parties objects, the process will be suspended, and the Title IX Coordinator or other

appropriate University administrator who is not the subject of the objection, will evaluate whether the objection is substantiated. The process will resume immediately upon a finding of no bias or conflict of interest, or upon the individual's replacement, whichever is first.

### **Timeline**

All Title IX investigations and hearings will be conducted and completed within a timely manner as stipulated by the Office of Civil Rights through the 2011 Dear Colleague Letter. Once the hearing has been completed both parties have the opportunity to submit a written appeal within **five (5) business days** to the Office of Student Affairs. The appeal will be conducted by the appropriate hearing officer and a decision will be received by both students within **five (5) business days** of receipt of the original appeal.

### **Intake Meeting**

Upon receipt of a report or notice of an incident, the Title IX coordinator will:

- Address immediate physical safety and emotional well-being needs
- Notify the Complainant of the right to contact law enforcement and seek medical treatment (and the right to decline to do so), and the importance of preservation of evidence
- Notify the Complainant of the right to be assisted by individuals at the University in contacting law enforcement
- Notify the Complainant of confidential and non-confidential reporting options on and off campus
- Provide the Complainant with information about:
  - On and off campus resources
  - The range of interim measures and remedies, including changes to academic, living, transportation, and/or working situations, or other protective measures, which are available to the Complainant regardless of whether the Complainant files a formal complaint with the University, Campus Safety or local law enforcement
- Provide an overview of the procedural options and process, including Informal Resolution and Formal Resolution
- Explain the right to object to the assignment of a Title IX Coordinator based on bias or conflict of interest
- Explain that the student has a right to an advisor of their choice during the process
- Explain the University's alcohol and drug amnesty policy
- Explain the University's policy prohibiting retaliation

Following the meeting, the Title IX Coordinator will provide the Complainant with the above-listed information in writing. As described in the Policy, the Complainant has the right to request that the Title IX Coordinator not share the Complainant's name (or other identifiable information) with the Respondent, or that the Title IX Coordinator take no formal action in response to the report. If the Complainant makes such a request, the Title IX Coordinator will balance the request with the dual obligation to provide a safe and nondiscriminatory environment for all University community members, and to remain true to principles of fundamental fairness that require the University to provide the Respondent with notice of the allegations and an opportunity to respond before action is taken against the Respondent. The Title IX Coordinator will make this determination consistent with the following

considerations, namely (1) the seriousness of the conduct; (2) the respective ages and roles of the Complainant and the Respondent; (3) whether there have been other complaints or reports of Prohibited Conduct against the Respondent; and (4) the right of the Respondent to receive notice and relevant information before disciplinary action is sought. Should the Title IX Coordinator determine that, in response to the Complainant's request, the University can satisfy its obligations to the Complainant, the University community members, and the Respondent without proceeding through a formal process described herein, the Title IX Coordinator has the discretion to do so.

Absent a request for confidentiality as described above, the Title IX Coordinator will ask the Complainant questions to get a basic understanding of the reported Prohibited Conduct. The interview will include, but is not limited to, questions to understand the key facts upon which the Complainant bases the report (i.e., the who, what, where, and when) to appropriately assess how to proceed. At the conclusion of this initial meeting, and if the individual wishes to move forward with a complaint, the Title IX Coordinator will make two threshold determinations: (1) Does the Complainant's report state facts that, if true, could constitute a violation of the University's Sexual Misconduct Policy? (2) If yes, should the University proceed through Formal or Informal Resolution?

### **Should The Complainant's Report Proceed Through Formal Or Informal Resolution?**

The Title IX Coordinator will determine whether the report may proceed through informal resolution, or must proceed through formal resolution. Any complaint that alleges sexual misconduct, including sexual assault and nonconsensual sexual contact, or other forms of physical violence must proceed through the formal investigation process. Some complaints that allege harassment (without facts suggesting violence) may be appropriate for informal resolution. If the Title IX Coordinator determines that the complaint may appropriately be resolved through informal resolution, the officer will ask the Complainant and Respondent, separately, whether they would agree to pursue resolution of the complaint informally. Any resolution reached through an informal process will be confirmed in writing and provided to the parties within **five (5) business days** of reaching a resolution. If either party does not agree to pursue Informal Resolution, or if the Complainant, Respondent, or Title IX Coordinator, at any time, determines that Informal Resolution is no longer appropriate, the Title IX Coordinator will promptly inform the Complainant and Respondent in writing that the complaint will proceed through Formal Resolution.

### **Resolution Of Complaint**

#### ***Informal Resolution***

As an alternative to Formal Resolution, and only if the Title IX Coordinator determines that it is appropriate following the completion of the investigation, the Parties may choose to resolve complaints through Informal Resolution. Informal Resolution is not an option in cases involving allegations of assault or violence.

#### ***Formal Resolution***

If the Title IX Coordinator determines that the Complainant's report must proceed through Formal Resolution, the Coordinator will notify both Parties, in writing, of the decision within a timely manner following the initial meeting with the Complainant and Respondent.

In both informal and formal resolution processes, the Coordinator's written notification to the Respondent and Complainant will state facts sufficient to apprise the Respondent of the nature of the allegations, including, specifically:

- Complainant's name
- Nature of the report
  - Specific policy violation(s) alleged (e.g., sexual assault, sexual harassment, retaliation)
  - Date(s) of alleged policy violation(s)
  - Approximate time(s) of alleged policy violation(s)
  - Location(s) of alleged policy violation(s)
  - Brief description of allegation(s)

If the Respondent has not yet been provided an opportunity to object to the designated Title IX Coordinator based on bias or conflict of interest, the coordinator will also notify the Respondent of the right to do so within **three (3) business days** of receipt of the notice of Formal Resolution. As noted above, the Complainant will have been provided the same opportunity after the initial meeting. The notice of the complaint shall be accompanied with a request for a meeting with Title IX Coordinator within **three (3) business days**. If the Respondent does not respond to the meeting request or is unable to meet within **three (3) business days** the Title IX Coordinator shall provide the following information regarding:

- On and off campus resources, including counseling, health, mental health, victim advocacy, legal assistance (including visa and immigration assistance), student financial aid, and other available services.
- The range of interim measures and remedies, including changes to academic, living, transportation, and/or working situations, or other protective measures.
- An overview of the procedural options and process, including Informal Resolution and Formal Resolution.
- Explain that the student has a right to an advisor of their choice during the process and provide a list of University employees trained as advisors.
- The University's alcohol and drug amnesty policy.
- The University's policy prohibiting retaliation.

Concurrently, the Title IX Coordinator will select a trained investigator or a two-person investigative team, (the "Investigator") to conduct a reasonable, impartial, and prompt investigation of the complaint ("Investigation"). The Title IX Coordinator will select an Investigator based on several factors, including the Parties involved, the complexity of the complaint, the need to avoid any potential conflict of interest, and who may best conduct a fair and equitable investigation for all Parties involved. The Title IX Coordinator will notify the Parties, in writing, of the name of the designated Investigator at the time the officer issues the notice of formal resolution. Both Parties will have **one (1) business days** to object to the Investigator's selection on the basis of bias or conflict of interest. If either of the Parties objects, the Title IX Coordinator will evaluate whether the objection is substantiated. The Title IX Coordinator will remove and replace any Investigator the officer finds to have a bias or conflict of interest against either party.

The Investigator will commence the investigation once the time for the Parties to object has passed (or, if an objection is made, and the Title IX Coordinator determines the objection is

not substantiated, from the time the Title IX Coordinator notifies the objecting party of the determination). The Investigator, in consultation with the Title IX Coordinator, will establish a timeline and process for conducting the Investigation.

#### ***A. Preliminary Investigation***

The Investigator will begin with a Preliminary Investigation. The purpose of a Preliminary Investigation is two-fold: first, to identify and gather all relevant facts; and second, to provide the Parties with an opportunity to develop, and respond to, the allegations and evidence presented before the matter goes before a Hearing Panel.

- **Step One: Initial Fact-Gathering.** The Investigator will interview both Parties and relevant witnesses, and gather documentary evidence provided by the Parties and any identified witnesses. The Investigator will prepare a summary of each interview (“Interview Summary”). The Investigator will share the Interview Summary with the interviewee. The interviewee will have the opportunity to correct or comment on any statements made in the Interview Summary. If the interviewee has no corrections to, or comments on, the Interview Summary, the interviewee will sign an acknowledgement that the interviewee has reviewed and agrees that the Interview Summary is accurate. If the interviewee has corrections or comments to the Interview Summary, the interviewee may submit a written response within **three (3) business days** reflecting any additions or changes which the interviewee believes are necessary to ensure the accuracy of the interviewee’s statement.
- **Step Two: Rebuttal Fact-Gathering.** The Investigator may conduct follow-up interviews with both Parties and witnesses based upon testimonial and documentary evidence gathered in Step One. The Parties and witnesses can expect that, in these follow-up interviews, the Investigator will seek responses to specific allegations or evidence (e.g., an Investigator may show one of the Parties a series of text messages between himself or herself and another witness, and ask about the content of the text messages). To the extent additional material, witnesses or evidence are identified during Step Two, the Investigator will conduct additional interviews and gather additional evidence consistent with the procedures outlined in Step One. Step Two may be repeated as necessary to ensure a complete gathering of evidence.
- **Step Three: Preliminary Report.** The Investigator will prepare a Preliminary Report. The Preliminary Report is a written summary of the evidence gathered in the course of the Preliminary Investigation. The Investigator will state specific factual findings in the Preliminary Report (e.g., “Complainant was incapacitated” or “Respondent reasonably believed that Complainant was not incapacitated”). The Investigator will not state ultimate findings as to whether the Respondent has, or has not, violated one or more of the University’s policies. The Investigator will attach as exhibits to the Report all Interview Summaries and any documentary evidence gathered and relied upon in the Investigation. When the Investigator determines that the Preliminary Investigation is complete, the Investigator will submit the Preliminary Report to the Title IX Coordinator. The Title IX Coordinator may require the Investigator to conduct additional investigation; if so, the Investigator will conduct additional investigation consistent with the procedures outlined above.

#### ***B. Adjudication***

Once the Title IX Coordinator has agreed that the preliminary Investigation is complete, the Coordinator will appoint a (3) person Hearing Panel from a group of trained university faculty/staff adjudicators to hear the merits of the case. The hearing process operates on a “Preponderance of Evidence” standard. A “Preponderance of Evidence” standard is a conclusion reached from an investigation that is based on convincing evidence and its probable truth or accuracy. A determination in this standard is reached when it is more likely than not that the alleged incident occurred. The highest ranking faculty will serve as the chairperson for the hearing. During the hearing process both the Respondent and Complainant will have the opportunity to present their case including providing evidence and witnesses. All evidence and witness names must be provided in advance of the hearing for adequate time to share information with all appropriate parties. All involved parties will be notified of the hearing date and time at least **five (5) business days** in advance. Arrangements for special circumstances/logistics for the hearing will be considered when appropriate. Upon completion of the hearing a written decision will be provided by the chairperson to both the Respondent and Complainant within **five (5) business days**. Both the Respondent and Complainant can appeal the decision of the Hearing Panel.

### ***C. Sanctions***

If the report proceeds through Formal Resolution and the Respondent is found responsible for one or more violations of the University’s Sexual Harassment and Sexual Violence Policy, the University will issue sanctions commensurate with the violation(s). Possible sanctions include, but are not limited to:

- Probated Expulsion/Expulsion - A Title IX violation may result in expulsion from the University, which means permanent dismissal from the University.

### ***D. Appeal***

Once a written decision has been received both the Respondent and Complainant have the right to appeal the decision provided by the hearing panel. A written decision must be provided in writing to the chairperson of the hearing panel with **five (5) business days** of receipt of the original decision. The Title IX Coordinator will identify a university official to serve as the appeal body.

A general dissatisfaction with a hearing decision is not grounds for an appeal. Grounds for appeal may be based on one or more of the following:

- An error in disciplinary procedure by the body of the original jurisdiction that prejudiced the accused to the extent that he or she was denied a fundamentally fair hearing as a result of the error;
- The emergence of new evidence that could not have been previously discovered by the exercise of due diligence and/or was not reasonably available at the time of the hearing and which, had it been presented at the disciplinary hearing, would have substantially affected the decision of the adjudicating body; or,
- There was a clear abuse of discretion on the part of the hearing body.

The appeal body will review the written appeal, case file, and all appropriate documentation and provide a written appeal decision within five (5) business days of receiving the appeal. The appeal body can make any one of the following determinations:

- Affirm the original finding and sanctions imposed by the hearing panel
- Affirm the original finding and revise the original sanction
- Remand the case to the hearing body if specific procedural errors were so substantial as to effectively deny those involved of a fair hearing; or if new and significant evidence becomes available that could not have been discovered by a properly diligent investigation before or during the original hearing
- Uphold the appeal and set aside the original finding if it is held to be arbitrary and capricious or if new evidence provides sufficient proof exists to overturn original decision

***Students: Advisor of Choice***

All persons who are a Complainant or a Respondent to this grievance process are permitted to bring an Advisor of their own choosing, including a family member or an attorney, to provide support. The Advisor may accompany the student to any and all portions of the process. The Advisor may not participate directly in, or interfere with, the proceedings. Although reasonable attempts will be made to schedule proceedings consistent with advisors availability, the process will not be delayed to schedule the proceedings at the convenience of the advisor. The Title IX Coordinator has the discretion to remove the Advisor from the proceedings if the Advisor interferes with the proceedings.

***Interim Measures and Remedies***

Upon receipt of a report, the University will provide reasonable and appropriate interim measures designed to eliminate the alleged hostile environment and protect the Parties involved. The University will make reasonable efforts to communicate with the Parties to ensure that all safety, emotional and physical well-being concerns are being addressed. Interim measures may be imposed regardless of whether formal disciplinary action is sought by the Complainant or the University.

A Complainant or Respondent may request a No Contact Letter or other protection, or the University may choose to impose interim measures and/or sanction at its discretion to ensure the safety of all Parties, the broader University community, and/or the integrity of the process.

***Sexual Assault/Harassment Survivor Advocacy Policy***

Reinhardt University is equipped to assist survivors of sexual assault/harassment issues. An on campus sexual assault advocate can assist survivors to get the help they need such as emotional support, medical examinations, and serve as a referral source for legal options. Another role of the advocate is to help educate all members of the campus community about what can constitute sexual assault/harassment and the harm caused by such activity. Persons with questions relating to sexual assault/harassment are encouraged to consult with the University Counselor for assistance. The campus advocate works closely with the Cobb County YWCA of Northwest Georgia. To contact the campus advocate please call 770-720-5549. The hotline contact for the YWCA of Northwest Georgia Sexual Assault Center is 770-427-3390 or visit The Rape, Abuse & Incest National Network (RAINN) which is the nation's largest anti-sexual assault organization at their website [www.rainn.org](http://www.rainn.org) for more resources.

***Plan of Action for Responders to Sexual Assault***

### **Following a Sexual Assault:**

- Make sure the victim is safe from further harm.
- Call Campus Public Safety, the Resident Assistant, Rape Crisis Center, or the campus counselor. (You can find the contact information for the aforementioned listed under Resources.)
- Direct the victim on preservation of any evidence that may be necessary to prove that the sexual assault occurred.

#### *Additional Information for Responders*

Most victims blame themselves. Do not let misplaced feelings of guilt stop a victim from getting help. Keep in mind that alcohol and other pharmaceuticals are a factor in many sexual assaults involving university students. As a result, sometimes victims are reluctant to seek medical attention. Do not let alcohol or other pharmaceutical (legal or illegal) consumption deter victims from getting medical attention. Their health and safety are top priority.

#### *Plan of Action for Victims of Sexual Assault*

Following a Sexual Assault:

- Get to a safe place.
- Call the campus Department of Public Safety (770-720-5789 or 5911).
- Call a friend or family member to offer support.
- Remember that what has happened is NOT your fault.
- Get medical care or attention (this can be done without police intervention).\*
- Write down as much as you can remember about the circumstance of the assault and the identity of the assailant.
- Seek the counseling assistance from your campus counselor or a local rape treatment center. The counselor can help you cope with the consequences of an assault.

In preparation for medical services, here is some advice for the victim:

- Do not bathe or douche— no matter how much you may want to. Try not to urinate if possible.
- If oral contact took place, do not smoke, eat, drink, or brush your teeth.
- Do not brush your hair.
- If you have already changed clothes, place the garments worn during the assault in paper bag (Plastic bags can destroy evidence.) If you Sexual Assault Prevention't changed, keep the original clothes on, and bring an extra set to wear home. The police may need to keep your clothing as evidence.

Note: Your body and clothing can hold clues called “transfer evidence”; it’s what’s left behind by the assailant and the environment. Dirt, hair, body fluids, and traces of skin under your fingernails can be collected and used as evidence. If you have already compromised potential evidence by showering, bathing, changing, or laundering the clothing worn during an assault do not let this dissuade you from reporting the assault, as such actions may not prevent further action from moving forward.

#### *Options for Students who have been Sexually Assaulted*

Any student who is sexually assaulted is strongly encouraged to seek help either from resources available through the University or from outside sources. The following is a short list of options available to students seeking help at Reinhardt University. More detailed information about each option is provided below.

- You may contact the Reinhardt University Health Center (x5542) to receive medical care, to speak to a nurse, and/or to discuss other options confidentially.
- You may go to a local hospital to receive a medical examination, which is admissible in court as evidence of an assault.
- You may call Reinhardt University Department of Public Safety (x5789, 5911 in emergencies) to report that a sexual assault has taken place.
- You may call 911, to report a sexual assault or to request emergency medical assistance.

### *Medical Care*

You are strongly encouraged to receive some type of medical care after an assault. Because sexual assault can be physically and emotionally traumatic, you may not know whether or not you have been injured. The Nurse at the Student Health Center or the hospital can answer questions you may have about health concerns. A follow-up exam is recommended to retest for pregnancy and sexually transmitted diseases (STDs), and to be sure that no other injuries were sustained during the assault.

The Student Health Center is able to counsel you on your options for medical care after an assault. An examination done at the Health Center is NOT admissible in court as evidence that an assault has taken place. If you think you may wish to press charges at any time, the Student Health Center personnel will recommend that you go to a local hospital, where medical evidence (Rape Kit) can be preserved for the police.

The Student Health Center will keep all information confidential; the assault will not be reported to the police, Reinhardt University Public Safety, parents or other University personnel without your permission. If it is determined that you or another member of the University community is in danger, necessary information will be released to the appropriate administrators without revealing your identity. The Student Health Center can assist you in finding any medical or emotional support that you need, including counseling on- or off-campus.

A local hospital is able to provide medical services that fulfill legal standards of evidence — a “rape-kit” examination. The rape-kit examination preserves medical evidence that can be used in court. Having a rape kit done does not require you to press charges. It merely gathers evidence should you wish to prosecute at some time. It is recommended that you do not shower, bathe, douche or change clothes if you want to preserve evidence. You may want to bring a change of clothes to the hospital in case you are needed by the police.

A local hospital will test for pregnancy and STDs, offer medication to prevent STDs, and prescribe emergency contraception. The hospital is required to notify the police that a sexual assault may have occurred.

### *Resources*

If you are a victim of a crime, it is important to know your options. You are encouraged to utilize the following resources as they relate to your circumstance.

### On-Campus Contacts

Department of Public Safety	770-720-5798
Emergency	770-720-5911
Counseling Center	770-720-5549
Health Center	770-720-5542
Office of Student Affairs	770-720-5538
Office of Residence Life	770-720-5539

### Local/Regional/National Contacts

Cherokee County Sheriff's Office Emergency-911/ Non-Emergency	678-493-4080
Northside Hospital – Cherokee (Canton)	770-720-5100
Piedmont Mountainside Hospital (Jasper)	706-692-2441
Local Sexual Assault Services Program (YMCA of NW GA)	770-427-3390
Local Victim Witness Program (housed in Prosecutor's Office)	770-479-1488
Georgia Network to End Sexual Assault	<a href="http://www.gnesa.org">www.gnesa.org</a>
Georgia Office of Victim Assistance	<a href="http://dps.georgia.gov/victim-assistance">http://dps.georgia.gov/victim-assistance</a>
Criminal Justice Coordinating Council - Victim Services	<a href="http://cjcc.ga.gov">http://cjcc.ga.gov</a>
Rape, Abuse, & Incest National Network (RAINN)	<a href="http://www.rainn.org/">http://www.rainn.org/</a>
HODAC, Georgia Victim's Assistance	<a href="http://www.hodac.org/">http://www.hodac.org/</a>

## **I. Education**

Reinhardt University is furthermore committed to promoting healthy gender relations through dialogue and education toward the elimination of sexual violence. These educational activities include the dissemination of information, interactive educational programming, referrals for survivors as well as for their friends and family, and structural intervention within Reinhardt University. Reinhardt University strictly prohibits acts of sexual assault, domestic violence, dating violence, stalking, and sexual violence hate acts.

Reinhardt University's Sexual Harassment and Sexual Violence Policies and procedures are currently available online ([www.reinhardt.edu/titleix](http://www.reinhardt.edu/titleix)) as well as in the Student Handbook ([www.reinhardt.edu/student-handbook](http://www.reinhardt.edu/student-handbook)).

### **Training for Students, Faculty and Staff**

Reinhardt University has partnered with Everfi to provide several online awareness and prevention courses (AlcoholEdu, Sexual Assault Prevention, Sexual Assault Prevention for Graduate, Online and Nontraditional Students and Sexual Assault Prevention for Faculty and Staff) focusing on alcohol and drug abuse and sexual assault for all new traditional and nontraditional students (graduate, professional, online, and adult learners) and all current and new faculty and staff members.

- **AlcoholEdu**
  - AlcoholEdu interactive online program designed to reduce the negative consequences of alcohol amongst students. It is the most widely used alcohol

prevention program in higher education, and helps schools comply with Education Department General Administrative Regulations (EDGAR part 86). The online programs deliver a personalized experience to all types of students dependent on their current drinking choices, and is proven effective – eight independent studies have verified the efficacy of AlcoholEdu. This three-hour online program also provides information on the social, physical, and biological effects of alcohol use. AlcoholEdu is part of Reinhardt University's comprehensive approach to alcohol and substance abuse. The course helps empower students to create a safe and positive campus environment for everyone.

- ***Sexual Assault Prevention for Traditional Students***
  - Sexual Assault Prevention is an interactive online sexual violence awareness and prevention course tailor to traditional student groups, including undergraduate and dual-enrollment students. The course addresses the critical issues of sexual assault, relationship violence and stalking. Sexual Assault Prevention is part of a federal mandate under the Campus SaVE Act for all students to learn about sexual violence. These regulations are enforced by the U.S. Department of Education.
  
- ***Sexual Assault Prevention for Graduate, Online and Nontraditional Students***
  - Sexual Assault Prevention for Graduate, Online and Nontraditional Students is an interactive online sexual violence awareness and prevention course that provides tailored sexual assault prevention training to non-traditional student groups, including graduate, professional, online, and adult learners. Sexual Assault Prevention for Graduate, Online and Nontraditional Students addresses the critical issues of sexual assault, relationship violence and stalking. The course contains content that is specifically required by the amendments to the Clery Act included in the 2013 VAWA Reauthorization, Campus Sexual Violence Elimination Act (Campus SaVE Act), and Title IX as well as other pertinent federal regulations. These regulations are enforced by the U.S. Department of Education.
  
- ***Sexual Harassment and Discrimination - Employees***
  - This training will assist employees in understanding the federal definitions and classifications of discrimination and harassment in the workplace under the Civil Rights Act of 1964, Title VII. Including protected classes and employee or prospective employee rights under federal law. Topics are inclusive of: Discrimination, harassment, sexual harassment, unwelcome conduct, hostile environment, LGBTQ, genetic information (GINA), pregnancy (PDA), age (ADEA), religion, race/color, national origin, disability (ADA), associational discrimination, and human trafficking.

### **Investigator Training**

Reinhardt University will train identified faculty and staff to conduct investigations in cases involving potential violations of Title IX. Training will be conducted on an as needed basis to allow for a strong pool of investigators.

### **Adjudicator Training**

Faculty and staff will be identified by the Provost to serve as part of the Judicial Hearing Council. These members are trained in the Reinhardt University judicial process and hearing procedure. Additional training in Title IX is also provided to these faculty and staff members on an annual basis.

### **Bystander Intervention Policy**

A bystander, or witness, is someone who sees a situation but may or may not know what to do, may think others will act or may be afraid to do something. Bystander education programs teach potential witnesses safe and positive ways that they can act to prevent or intervene when there is a risk for sexual violence. Furthermore a bystander is any person who is present at an event or incident but does NOT take part.

#### ***Five Steps Toward Taking Action***

1. Notice the event along a continuum of actions.
2. Consider whether the situation demands your action.
3. Decide if you have a responsibility to act.
4. Choose what form of assistance to use.
5. Understand how to implement the choice safely.

#### ***Rules for Bystander Intervention***

- Do NOT put yourself at risk.
- Do NOT make the situation worse.
- Intervene at the earliest point possible.
- Look for early warning signs of trouble!
- Intervening does not necessarily mean confronting.
- Ask for help!

#### ***Three “D” of Bystander Intervention***

- **Direct:** Directly intervening, in the moment, to prevent a problem situation from happening
- **Delegate:** Seeking help from another individual, often someone who is authorized to represent others, such as a police officer or campus official.
- **Distract:** Interrupting the situation without directly confronting the offender.

### **Good Samaritan Policy**

Reinhardt University holds a fundamental commitment to the safety of its community. It is vital for students to call Emergency Medical Services by dialing 911 when a student needs medical help. The “Good Samaritan Policy” offers a clear message to students that they should report any potentially dangerous cases of intoxication, drug overdose or medical emergencies; they should not be concerned about disciplinary consequences at such a time. The Good Samaritan Policy is as follows:

Students or student organizations that seek emergency attention for dangerously intoxicated/overdosed or ill individuals will not be subject to punitive university disciplinary

sanctions. This policy applies both to the person requiring help and the person or organization reporting their concern. When students encounter another person who may be dangerously intoxicated, overdosed or ill, they have a responsibility to call EMS by dialing 8-911 from a University phone or 911 from a cell phone. After calling EMS, the student or organization should immediately notify a person in a position of authority at Reinhardt University such as a Residence Life Assistance (RA), Residence Life Coordinator (RLC), Dean of Students, or a University Public Safety Officer to report the emergency.

This policy reflects Reinhardt University's priority on "safety first." The policy does not rule out educational experiences for those involved with the incident however, an educational experience is NOT a punitive sanction like being removed from the residence halls or expelled from Reinhardt University. In addition, the student's permanent educational record will reflect no formal University disciplinary action.

In situations where a student's life may be in jeopardy, the Dean of Students may contact the student's parents as a health precaution and may require a professional alcohol/drug evaluation to return to the residential community.

This policy refers to isolated incidents only and does not protect those students from punitive judicial sanctions who choose to flagrantly and repeatedly violate the Reinhardt University's alcohol/drug policies.

If you fail to immediately report such incidents that seriously endanger the life of another person(s) and if that student is incapacitated or dies as a result of you taking no action you may face Reinhardt University sanctions along with criminal and civil legal action.

Reinhardt University cannot stress enough the value we place on human life and the importance of you getting help for persons who are in need of medical attention. Please don't run away from or turn your back on a sick or injured person. Do the right thing and call for help.

### **Disclosures Required By The Clery Act**

#### **1. *Timely Warnings***

- "Timely Warning" is a campus-wide notification of a serious or continuing threat to the Reinhardt community. The Timely Warning does not include identifying information about the Complainant. If a report of misconduct discloses a serious or continuing threat to the Reinhardt community, the University may issue a campus wide timely warning (which can take the form of an email to campus) to protect the health or safety of the community.

#### **2. *Annual Reporting Responsibilities***

- All higher education institutions that receive federal funding, including the University, are obligated to issue publicly an Annual Security Report ("ASR") which identifies the number of particular reported crimes on campus or campus property, or adjacent to campus. The ASR does not include identifying information about the Complainant or Respondent.

#### **3. *Crime Log***

- All higher education institutions that have campus police forces or security departments must maintain a daily crime log that includes entries for all

crimes that occur within both the Clery geography and the campus police force's regular patrol route. The crime log does not include identifying information about the Complainant or Respondent.

### **Harassment Policy**

The sensitivity of the issue of harassment and the legal ramifications emanating from charges of harassment make it imperative that an institution of higher education address the problem thoroughly for both employees and students. Legal basis for claims of harassment may be made under Title VII of the Civil Rights Act of 1964, as amended; Title IX of the 1972 Education Amendments; and Executive Order 11426. An offender is subject to criminal liability for assault and battery and civil actions for tortious interference with an employment contract, intentional infliction of emotional harm, breach of contract, or interference with the performance or progress of students. Harassment will not be tolerated by the University and may be grounds for immediate suspension, dismissal, or other appropriate action. Students who believe they have been harassed are asked to report any acts to the Dean of Students for immediate disposition.

## Applicable University and Legal Sanctions

### Student Related Sanctions Found in the Student Code of Conduct

The Student Code of Conduct can be found in the Student Handbook through the following link: [www.reinhardt.edu/student-handbook](http://www.reinhardt.edu/student-handbook). Both individuals and student organizations are subject to the Code of Conduct.

Reinhardt University established standards of conduct for students to ensure the safety of the campus community and to facilitate the pursuit of the institution's educational mission. Therefore, the disciplinary function of the University is an integral part of the educational mission of Reinhardt. The Code of Conduct delineates behavioral expectations and the means for holding students accountable when allegations of misconduct arise. The Code of Conduct also affords students certain rights designed to ensure due process and the basic rights granted through contractual obligations.

The Code of Conduct and disciplinary process emphasize the development of the individual's acceptance of his or her personal and social responsibilities and the protection of the campus community. The discipline system allows students to demonstrate their capacity for accountability, responsibility, and respect for others. Reasonable efforts are made to foster the personal and social development of those students who are held accountable for violations of the Code of Conduct. In each student case, responsibility lies with the student for actions contrary to the Code of Conduct and subsequently the University mission.

The University reserves the right to take action in such instances when the misconduct constitutes a violation of the Code of Conduct or is of such a serious nature that it suggests danger to any member of the University community (See Interim Suspension). In such cases, the University may initiate action whether or not legal action has been taken. The University considers the Residence Halls and all campus property to be institutional property and directly under the jurisdiction of this Code of Conduct. Not all violations of the Code of Conduct are of equal seriousness. In the following classification, the violations are divided into four levels according to severity. Charges and sanctions for offenses can be cumulative.

Not all violations of the Code of Conduct are of equal seriousness. In the following classification, the violations are divided into four levels according to severity and sanctions, and each offense is cumulative. Cumulative means that a second offense in any of the four levels may result in the second offense moving the charge to the next level. The hearing body reserves the right to increase the violation-level based on the severity of the offense.

Reinhardt University reserves the right to determine the jurisdiction (either disciplinary or academic) of an alleged violation based upon the facts and evidence related to the incident. Reinhardt University reserves the right to adjudicate violations of the Code of Conduct wherever they may occur.

#### ***LEVEL I: Reprimands, fines up to \$50 and/or 0-20 Hours of Community Service***

Reprimands generally provide a stated period of time during which the accused is on notice that any further violations of the Code of Conduct will result in a more severe sanction. Reprimands are the usual action taken for Level I violations although other actions, such as

fines or restrictions, may be added with whatever content the Dean of Students deems appropriate.

Level I Violations include but are not limited to:

- First offense possession or use of alcohol
- First offense of smoking/tobacco use in non-designated areas

***LEVEL II: Restrictions, fines up to \$75 and/or 20-30 Hours of Community Service***

The term restrictions shall be defined at the discretion of the Dean of Students or designee. The hearing body may designate a period of time when certain privileges are denied (i.e. residence visitation, right to hold an office in a campus organization, participation in intramural or intercollegiate athletic sports, participation in campus activities, etc).

Restrictions may also designate a period of time when certain requirements are placed upon the one being disciplined (attending counseling sessions, volunteer work for community agencies, campus clean-up, etc.). Failure to comply with conditions of campus restrictions may result in suspension from school.

Level II Violations include but are not limited to:

- Second offense of alcohol possession or use
- Second offense of smoking/tobacco use in non-designated areas

***LEVEL III: Probated Suspension/Suspension, fines up to \$100 and/or 30-50 Hours of Community Service***

Violations at Level III may result in probated suspension/suspension from the University, although other disciplinary actions, such as loss of residential living privileges, may be considered as well. Students can be dismissed from residential halls or restricted from visitation. Suspension is a separation from the University for a specified period of time. During a University suspension, a student is excluded from classes and all other University privileges or activities. Often the student is prohibited from the campus as well.

Level III Violations include but are not limited to:

- Third offense of alcohol possession or use
- Third offense of smoking/tobacco use in non-designated areas
- Arrests for violations of local, state, or federal laws

***LEVEL IV: Probated Expulsion/Expulsion***

A level IV violation may result in expulsion from the University, which means permanent dismissal from the University. However, a Level IV violation may result in whatever sanction the Dean of Students and/or designee deems appropriate.

Level IV Violations include, but are not limited to, the following:

- Use or possession of illegal drugs (violation of state or federal laws)
- Reckless endangerment of life, including violent, abusive, disruptive, or destructive behavior

- Physical misconduct or mental abuse of any member or guest of the University community on institutional premises or at University-related activities
- Bullying, hazing, harassing, threatening or other conduct jeopardizing the health, safety, or civil rights of any member of the Reinhardt University community (includes sexual, mental, or physical harassment whether by an individual or group); generally, harassment on the basis of religion, disability, race, or gender including conduct that has the purpose, or has the reasonably foreseeable effect, of interfering with an individual's academic efforts, employment, or participation in institutionally sponsored activities, including any activity that creates an intimidating, hostile, or demeaning environment;
- Sexual violence, sexual assault, rape, attempted sexual assault, or attempted rape

#### ***Sanctions for Possession with Intent to Sell or Distribute***

Reinhardt University students found responsible for possession with intent to sell or distribute illegal drugs on campus and/or off campus may be expelled from Reinhardt University.

#### ***Sanctions for the Possession of Drug Paraphernalia***

Students may not use or possess drug paraphernalia on campus. Possession of these devices may result in a charge of a violation against the drug policy and the Code of Conduct.

### **Employee Related Sanctions found in the Employee Handbook**

#### ***Consequences of Policy Violations/Disciplinary Measures***

Reinhardt University makes every attempt to anticipate problems so that disciplinary actions are not necessary. However, there may be times when the University will have to discipline an employee for a violation of a policy in the Employee Handbook. Appropriate disciplinary measures will be determined considering the following:

- prior work record;
- length of service;
- any prior violations the employee has had of these policies and procedures; and
- the severity of the infraction.

Discipline may include, in any order in which the University deems necessary:

- a verbal warning
- a written reprimand
- demotion
- suspension
- dismissal

Nothing in this policy changes the at-will nature of employment at the University. The University reserves the right to discipline employees, up to and including termination, with or without cause or prior notice.

### **Student Organization and Fraternity/Sorority Life Conduct Process**

When a student organization is charged with a violation of the Code of Student Conduct, the Dean of Students (or designee) will determine how the organization or specific members should be disciplined. The Dean of Students (or designee) will conduct an administrative hearing in accordance with the Student Handbook and the Policy Handbook for Student Organizations. Student organizations in violation of the University policy are subject to a maximum sanction of termination of recognition from the University, or any lesser sanction, including but not limited to, restriction or suspension of the privilege to sponsor programs or events, loss of funds allocated by the University, restitution for damages, loss of facilities use, fines, or a written disciplinary warning. Student organizations have the right to appeal any disciplinary sanctions as outlined in the Student Handbook and Policy Handbook for Student Organizations.

***The following describes the Conduct Process for University Recognized Student Organizations:***

Any student, University faculty, staff, student organization or member of the Reinhardt University community member may file charges against any student organization for alleged violations of the Student Code of Conduct. In addition, the University may initiate charges against a student when there is no other individual to act as Complainant. Charges will be prepared in writing and directed to the Office of Student Activities for processing. Any allegation should be submitted as soon as possible after the event takes place. The Student Code of Conduct applies to all student organizations as well as to individual students. If an organization violates the Student Code of Conduct, the individual students involved also assume responsibility for the organization's actions, recognizing that organizations cannot exist or act without the cooperation of individual members.

The filing of charges of Reinhardt University against a recognized organization does not preclude the filing of charges at Reinhardt University against an individual student nor the filing of civil and/or criminal charges against the organization and/or individual. Reinhardt University defines a violation of Group Offenses as the following: "A violation may include, but is not limited to, actions by organizations, societies, clubs, and similarly organized groups that result in violations of University policies. Sanctions for groups may result in permanent or temporary suspension, loss of recognition or charter, social probation, or other actions deemed appropriate by the University. An individual involved in a group offense and/or sanction can also be subject to individual charges and sanctions." Student organization members should review the Student Code of Conduct for a full description of Conduct policies, how complaints can be filed, different kinds of complaints, and how the Conduct processes and procedures work. Jurisdiction and Procedures Charges of violations of this policy by a recognized organization or individual student should be filed in the Office of Student Activities.

The procedures for violations are in the Student Handbook.

Violations and Sanctions Violations of this policy by a recognized organization may result in the minimum sanction of a one (1) semester probation, or seven (7) days of social, intramural and/or recognition benefits suspension, and a revision of the organization's pledge education program, with a maximum sanction of withdrawal of University Recognition from the organization for a period of twelve (12) consecutive regular academic semesters.

Violations of Reinhardt University policy by a Reinhardt University student or student organization will result in sanctions consistent with the Judicial System, in accordance with policy defined in the Student Handbook or penalties authorized by Georgia Law. For violations of University policy by a recognized organization, sanctions shall be defined as follows:

- Probation: A specified length of time in which repeated violation of this policy or violation of other specified policies result in increased sanctions against the organization; the imposing of a probation necessarily implies no additional sanctions.
- Mandatory Activity: The required participation by the organization in specified group activity, service projects, educational programs, or other assignments.
- Financial Restriction: The repayment of the mandatory value of damages, losses, or injuries, within a specified period of time as a result of a violation of this policy.
- Social Limitation or Suspension: A specific length of time in which the organization is denied formal or informal sponsorship of or participation in one or more of the following: inter or intra organizational social activities, formals, all University events or activities, or any other event of a social nature.
- Intramural Suspension: A specific length of time in which the organization may not participate in individual or team sports.
- Suspension of Recognition Benefits: A specific length of time in which the organization maintains University recognition but is denied one or more benefits of recognition which may include but is not limited to the following: Student Government Funding, use of University facilities, or office space or property.
- Withdrawal of University Recognition: A specified or unspecified length of time or series of conditions in which University recognition is withdrawn and cannot be regained by the organization. The organization and any resemblance of its membership ceases to function at the University, is denied all benefits of University recognition and no longer falls under the jurisdiction of the University organization membership, to regain University recognition it may be asked to demonstrate evidence of organizational changes intended to eliminate the potential for repeated violations of this policy.

Mitigating or aggravating circumstances may be considered in order to fashion an appropriate sanction.

### **Legal Sanctions**

Violating applicable local, state and federal laws may subject a student or employee to a variety of legal sanctions including, but not limited to fines, incarceration, imprisonment, and/or community service requirements. Convictions become part of an individual's criminal record and may prohibit certain career and professional opportunities. A current listing of applicable local, state and federal sanctions can be found below or obtained through the offices of Student Affairs, Public Safety and Human Resources.

### **State - Georgia Legal Regulations**

Official Georgia state regulations regarding the use, sale, or possession of intoxicating beverages are as follows:

- [Official Code of Georgia Annotated \(O.C.G.A.\) Title 3. Alcoholic Beverages, Chapter 1 General Provisions, Article 2. Definitions \(O.C.G.A. § 3-1-2\)](#)
- [Official Code of Georgia Annotated \(O.C.G.A.\) Title 3. Alcoholic Beverages, Chapter 2 State Administration and Enforcement, Article 2. Enforcement, Section 36 Arrest and prosecution of violators of title \(O.C.G.A. § 3-2-36\)](#)
- [Official Code of Georgia Annotated \(O.C.G.A.\) Title 3. Alcoholic Beverages, Chapter 3 Regulation of Alcoholic Beverages Generally, Article 2. Prohibited Acts, Section 21. Sales of alcoholic beverages near churches, school buildings, or other sites \(O.C.G.A. § 3-3-21\)](#)
- [Official Code of Georgia Annotated \(O.C.G.A.\) Title 3. Alcoholic Beverages, Chapter 3 Regulation of Alcoholic Beverages Generally, Article 2. Prohibited Acts, Section 22. Sale or furnishing of alcoholic beverages to intoxicated persons \(O.C.G.A. § 3-3-22\)](#)
- [Official Code of Georgia Annotated \(O.C.G.A.\) Title 3. Alcoholic Beverages, Chapter 3 Regulation of Alcoholic Beverages Generally, Article 2. Prohibited Acts, Section 23. Furnishing to, purchase of, or possession by persons under 21 years of age...\(O.C.G.A. § 3-3-23\)](#)
- [Official Code of Georgia Annotated \(O.C.G.A.\) Title 3. Alcoholic Beverages, Chapter 3 Regulation of Alcoholic Beverages Generally, Article 2. Prohibited Acts, Section 23.1 Procedure and penalties upon violation of Code Section 3-3-23 \(O.C.G.A. § 3-3-23.1\)](#)

### **Federal - Legal Regulations**

Official Federal regulations regarding the use, sale, or possession of intoxicating beverages are as follows:

- [Title IV – 21st Century Schools, Part A - Safe and Drug-Free Schools and Communities](#)
- [U.S. Code of Federal Regulations \(CFR\), Title 34, Subtitle A, Chapter 1, § 86, Drug and Alcohol Abuse Prevention](#)
- [U.S. Code of Federal Regulations \(CFR\), Title 41, Subtitle IV, Chapter 81, § 8102 - Drug-free workplace requirements for Federal contractors](#)
- [U.S. Department of Education, Office of Safe and Drug-Free Schools, Higher Education Center for Alcohol and Other Drug Abuse and Violence Preventions, \*Complying with the Drug-Free Schools and Campus Regulations \[EDGAR Part 86\], A Guide for College Administrators\*, Washington, D.C., 2006](#)

**Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)**

Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	<b>First Offense:</b> Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.  <b>Second Offense:</b> Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	Cocaine 5 kilograms or more mixture	<b>First Offense:</b> Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.  <b>Second Offense:</b> Not less than 20 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.  <b>2 or More Prior Offenses:</b> Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	
<b>Substance/Quantity</b>		<b>Penalty</b>		
Any Amount Of Other Schedule I & II Substances		<b>First Offense:</b> Not more that 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.		
Any Drug Product Containing Gamma Hydroxybutyric Acid		<b>Second Offense:</b> Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.		
Flunitrazepam (Schedule IV) 1 Gram				
Any Amount Of Other Schedule III Drugs		<b>First Offense:</b> Not more than 10 yrs. If death or serious bodily injury, not more that 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.  <b>Second Offense:</b> Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.		
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)		<b>First Offense:</b> Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.  <b>Second Offense:</b> Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.		
Any Amount Of All Schedule V Drugs		<b>First Offense:</b> Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.  <b>Second Offense:</b> Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.		

## Description of the AOD Health Risks

### *Effects of Alcohol and Other Drugs*

There are many well-documented risks and negative effects associated with the use of alcohol and other drugs, affecting not only the individual user, but also his or her family, friends and roommates. Alcohol and other drug abuse is frequently a factor in cases of incidents on campus. The misuse of alcohol and other drugs, including prescription drugs, inhibits educational development and results in decreased productivity, serious health problems, and a breakdown of family structure. Repeated use of alcohol and drugs can lead to dependence. The abuse of alcohol and other drugs affects all socioeconomic groups, age levels, and the unborn. Other problems associated with alcohol and other drug use/abuse include negative impacts on health, poor academic or job performance; relationship difficulties, including a tendency toward verbal and physical violence; financial stress; injuries or accidents; and violations of the law such as driving under the influence and willfully destroying property.

CATEGORY	EXAMPLES	EXAMPLES OF GENERAL NEGATIVE HEALTH EFFECTS	POSSIBLE COLLATERAL EFFECTS
ALCOHOL	BEER, WINE, LIQUOR	Impaired judgment, slowed reflexes, and impaired motor function, drowsiness, coma, overdose, possible death.	Risk of accidents, injury to self. Effect on relationships, effect on school/work/sports commitment, high risk for sexual assault, possible financial and legal ramifications.
DEPRESSANTS	“Downers”, barbiturates, sleeping medications, benzodiazepines. <b>Medication examples :</b> Valium, Xanax	Slowed reflexes, depression, impaired balance, drowsiness, coma, overdose, possible death	Risk of accidents, injury to self. Effect on relationships, effect on school/work/sports commitment, high risk for sexual assault, possible financial and legal ramifications.
STIMULANTS	Amphetamines, Cocaine, Crack cocaine, Ecstasy <b>Medication examples:</b> Ritalin, Adderall)	Elevated mood, over-activity, tension/anxiety, rapid heartbeat, constriction of blood vessels (potentially leading to elevated blood pressure, heart attack or stroke)	Risk of accidents, injury to self. Effect on relationships, effect on school/work/sports commitment, high risk for sexual assault, possible financial and legal ramifications.

HALLUCINOGENICS	Mushrooms, LSD	Impaired judgment, irrational fears, paranoia, confusion and/or panic.	Risk of accidents, injury to self. Effect on relationships, effect on school/work/sports commitment, high risk for sexual assault, possible financial and legal ramifications.
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## AOD Programs

### ***Counseling***

Students are encouraged to look out not only for their own health and safety but also for that of their peers. When a student's health and/or safety is threatened or appears to be in jeopardy, immediate actions should be taken to prevent injury/illness/danger. The action might include calling a staff member in Health Services, Public Safety, Student Affairs, or the Residence Life offices to request assistance in handling the emergency. Whatever the particular need or problem, it is important to respond in a responsible and timely manner. While appropriate discipline is necessary, the University's first and foremost concern is the health and safety of its students, faculty, and staff.

Reinhardt is also committed to providing students with confidential referrals for professional assistance if it is needed. An awareness of the negative effects of alcohol consumption or drug use may assist a student in his or her efforts to make safe and responsible choices about alcohol and drugs. A student may make an appointment with a specialist for an assessment and/or counseling by contacting the Student Health Center. Counseling services are available to Reinhardt students on a time-limited basis. There is a network comprised of counselors in the local area who see Reinhardt students in their offices or on campus. Long-term counseling, specialized services, or outpatient/inpatient therapy are not covered by the tuition and fees.

### ***Counseling, Evaluation, and Treatment Programs***

In some cases of misconduct, such as those committed under the influence of alcohol or other drugs, participation in an evaluation and/or treatment program by the University counselors or an assigned, approved counseling service may be recommended as part of a sanction. Such treatment may also be a condition of readmission to the University or a condition of remaining at the University.

### **An Employee Assistance Program (EAP)**

An Employee Assistance Program (EAP) is provided at no cost to all employees and their dependents. The EAP is available to help employees deal with a variety of personal and professional issues including drug and alcohol abuse, stress management, personal relationships, childcare/eldercare referrals, legal issues, financial planning, etc., and is completely voluntary and confidential. Employees and their dependents can seek assistance from trained professionals through this program.

Please contact the Human Resources Office for more information about this program. If you have a drug or alcohol problem that has not resulted in and is not the immediate subject of

disciplinary action, you may request approval to take unpaid time off to participate in a rehabilitation or treatment program. Leave may be granted if you agree to abstain from use of the problem substance, you abide by all University policies, rules, and prohibitions relating to conduct in the workplace, and if granting the leave will not cause the University undue hardship. Employees with questions or concerns about substance dependency or abuse are encouraged to discuss these matters with their supervisor or the Human Resources Director to receive assistance or referrals to appropriate resources in the community.

### **Alcohol and Drug Awareness and Prevention Programs**

Below is a list of alcohol, drug and sexual assault prevention activities that were and will be provided on Reinhardt University's campus during the 2014-15 and 2015-16 academic years.

#### **Primary prevention and awareness programs for new students**

- In 2014-15 Implementation of MyStudentBody.com as a required online awareness and prevention program focusing on alcohol and drug abuse as well as sexual assault for all new students.
- In 2015-16 implementation of AlcoholEdu and Haven (later renamed Sexual Assault Prevention) as a required online awareness and prevention program focusing on alcohol and drug abuse as well as sexual assault for all new students.
- In Spring 2016 implementation of Haven Plus (later renamed Sexual Assault Prevention for Graduate, Online and Nontraditional Students) and Sexual Assault Prevention for Faculty/Staff (later renamed Sexual Assault Prevention for Faculty/Staff) as a required online awareness and prevention program focusing on sexual assault for all new nontraditional students (graduate, professional, online, and adult learners) and all current and new faculty and staff members.
- In 2016-17, 2017-18, 2018-19 and 2019-20 AlcoholEdu, Sexual Assault Prevention, Sexual Assault Prevention for Graduate, Online and Nontraditional Students and Sexual Assault Prevention for Faculty and Staff were utilized for online awareness and prevention program focusing on alcohol and drug abuse sexual assault for all new traditional and nontraditional students (graduate, professional, online, and adult learners) and all current and new faculty and staff members.
- Reinforce the topics of awareness and prevention as part of New Student Orientation through student sessions called Safe Flight facilitated by Public Safety during SOAR and Dramatic Dialogues, Campus of Respect during Eagle Bound.
- Reinforce the topics awareness and prevention through First Year Seminar.

#### **Ongoing prevention and awareness for new and returning students and employees**

- Individual Assessment, Counseling and Intervention Programs for Students offered through the University Counseling Center.
- Creation and distribution of passive programming (brochures, flyers, posters, door-hangers, etc.) to promote awareness and prevention.
- Continue to provide a Collegiate Alcohol Awareness Week program.
- Reinforce the topics of awareness and prevention through Residence Life programming
- Continue to provide Safe Spring Break Week Awareness Event in February.

- Continue to provide Meetings/Panels with Student athletes on the topics awareness and prevention.
- Continue to provide National Smokeout Day
- Continue to provide Healthy Relationships Forum
- Continue to provide Safe Spring Break Day program
- Continue to provide Sexual Assault Awareness Month program
- Employee Assistance Program - referrals

<b>Program</b>	<b>Type</b>	<b>Target Audience</b>	<b>Number Served</b>
<b>MyStudentBody (2014-15)</b>	Individual-Based	New Students	450
<b>AlcoholEdu (2015-16, 2016-17, 2017-18, 2018-19, 2019-20)</b>	Individual-Based	All New Traditional Undergraduate Students	450
<b>Haven (Renamed Sexual Assault Prevention) (2015-16, 2016-17, 2017-18, 2018-19, 2019-20)</b>	Individual-Based	All New Traditional Undergraduate Students	450
<b>Haven Plus (Renamed Sexual Assault Prevention for G/O/NonTrad) (Spring 2016, 2016-17, 2017-18, 2018-19, 2019-20)</b>	Individual-Based	All New NonTraditional Students	100
<b>Haven Faculty/Staff (Spring 2016, 2016-17, 2017-18, 2018-19)</b>	Individual-Based	All Employees	200
<b>Safe Flight</b>	Group-Based	New Students Freshmen	350
<b>Dramatic Dialogues: Safe on Campus</b>	Group-Based	New Students Freshmen and Transfer Students	350
<b>Collegiate Alcohol Awareness Week</b>	Universal/Entire Population Based	All Main Campus Students	900
<b>Safe Spring Break Week</b>	Universal/Entire Population Based	All Main Campus Students	900
<b>StaySafe 360</b>	Universal/Entire Population Based	All Main Campus Students	900
<b>Athletics Awareness/Prevention Events</b>	Group-Based	All Main Campus Students-Athletes	450
<b>FYS – Seminar in Critical Thinking</b>	Group-Based	All Main Campus First-Time Freshmen	350
<b>Social Marketing</b>	Universal/Entire Population Based	All Main Campus Students	900
<b>Educational Literature</b>	Universal/Entire Population Based	All Main Campus Students	900

### ***MyStudentBody***

MyStudentBody (MSB) is an online program designed to educate students through a comprehensive approach on alcohol and other drug abuse, sexual misconduct, and other health and wellness factors that can affect academic success. MSB engages students and parents in effective, evidence-based prevention and gives administrators the data to target, evaluate, and strengthen prevention initiatives. MSB contains modules specific to alcohol, other drugs, tobacco, STDs, stress, and nutrition. The alcohol portion utilizes a BASICS-derived risk-assessment tool called Rate Myself. Using the results of this assessment, immediate personalized feedback on the student's alcohol use, beliefs, and consequences is presented in graphic form. MSB also provides information to students about a variety of alcohol-related issues such as drug interactions, financial impacts, and state alcohol laws and policies.

### ***AlcoholEdu***

AlcoholEdu interactive online program designed to reduce the negative consequences of alcohol amongst students. It is the most widely used alcohol prevention program in higher education, and helps schools comply with Education Department General Administrative Regulations (EDGAR part 86). The online programs deliver a personalized experience to all types of students dependent on their current drinking choices, and is proven effective – eight independent studies have verified the efficacy of AlcoholEdu. This three-hour online program also provides information on the social, physical, and biological effects of alcohol use. AlcoholEdu is part of Reinhardt University's comprehensive approach to alcohol and substance abuse. The course helps empower students to create a safe and positive campus environment for everyone.

### ***Haven (Renamed Sexual Assault Prevention)***

Sexual Assault Prevention is an interactive online sexual violence awareness and prevention course tailor to traditional student groups, including undergraduate and dual-enrollment students. The course addresses the critical issues of sexual assault, relationship violence and stalking. Sexual Assault Prevention is part of a federal mandate under the Campus SaVE Act for all students to learn about sexual violence. These regulations are enforced by the U.S. Department of Education.

### ***Haven Plus (Renamed Sexual Assault Prevention for Graduate, Online and Nontraditional Students)***

Sexual Assault Prevention for Graduate, Online and Nontraditional Students is an interactive online sexual violence awareness and prevention course that provides tailored sexual assault prevention training to non-traditional student groups, including graduate, professional, online, and adult learners. Sexual Assault Prevention for Graduate, Online and Nontraditional Students addresses the critical issues of sexual assault, relationship violence and stalking. The course contains content that is specifically required by the amendments to the Clery Act included in the 2013 VAWA Reauthorization, Campus Sexual Violence Elimination Act (Campus SaVE Act), and Title IX as well as other pertinent federal regulations. These regulations are enforced by the U.S. Department of Education.

### ***Haven (Renamed Sexual Assault Prevention for Faculty/Staff)***

Sexual Assault Prevention for Faculty/Staff is an interactive online sexual violence awareness and prevention course tailored to faculty and staff members. Sexual Assault Prevention for Faculty/Staff addresses the critical issues of sexual assault, relationship violence and stalking. The course contains content that is specifically required by the amendments to the Clery Act included in the 2013 VAWA Reauthorization, Campus Sexual Violence Elimination Act (Campus SaVE Act), and Title IX as well as other pertinent federal regulations. These regulations are enforced by the U.S. Department of Education.

### ***Climate Study***

The purpose of the Campus Climate survey is to gain insights into the campus atmosphere regarding sexual and relationship violence. This survey will assess students' attitudes, perceptions, and experiences related to these issues to provide an accurate sense of the scope and nature of their occurrence. The survey is anonymous, and no identifying information will be reported. Responses to this confidential survey are critical to the University's understanding of the attitudes and experiences of our students and how we can assess the current status of our campus climate, can make significant improvements to programs and services to protect, educate, and support our students.

### ***Safe Flight***

During SOAR sessions which are part of New Student Orientation, students hear about how RU maintains a safe campus. This session is targeted towards first-time freshmen. This session will include a candid conversation regarding University policies and avoiding risky behaviors as well as tips for staying safe while enjoying college life. Beginning in Fall 2019, this program will be transitioned into the First-Year Seminar and will continue for transfer students)

### ***Dramatic Dialogues: Safe on Campus***

During Eagle Bound which is part of New Student Orientation, new first-time freshmen and transfer students attend an interactive awareness and prevention session. Dramatic Dialogues is a performance group that presents a short theatrical scenes and engage students in dialogue around the topics of diversity, social justice, alcohol and substance abuse as well as sexual assault. Through this session, Reinhardt University promotes respect, civility, responsible decision making and healthy choices. Safe on Campus creates an environment where difficulty topics can be openly discussed and where new student can find their voice on campus.

### ***Collegiate Alcohol Awareness Week***

Colleges and universities across the nation are sponsoring programs, forums, and educational initiatives aimed at raising awareness of alcohol issues on campus. Students and administrators collaborate to design programs and dialogues that encourage safety and personal responsibility when alcohol is concerned. Held each year during the third week of October, National Collegiate Alcohol Awareness week aims to bring attention to the serious public health issues posed by excessive drinking among college students. The Office of Student Activities in partnership with Counseling Services, Student Health Services and Athletics sponsors programming, educational events, and social activities aimed at raising awareness of alcohol related issues on collegiate campuses.

### ***First-Year Seminar***

FYS 101 – Seminar in Critical Thinking introduces first-year students to Reinhardt University through activities that intentionally promote active learning and the enhancement of those critical reading and thinking skills essential for academic success. The course includes a focused study of a contemporary or historical issue selected by the course instructor. A guided approach to this topic is intended to enable students to establish a rigorous approach to college academics. The course also provides first year students a thorough orientation to the University, enabling them to better participate in campus life both academically and socially. Included are co-curricular activities presented by Student Affairs introducing entering students to Reinhardt's emphasis on values and ethics applicable to one's academic and personal life. Seminar instructors incorporate alcohol, drug and violence prevention education into the classroom. Seminar instructors also serve as an important link to resources and services for students they believe are having difficulty with alcohol, drugs and violence.

### ***Social Marketing***

A variety of social marketing campaigns are developed and implemented through collaborations with the Office of Student Activities, Office of Residence Life, Counseling Center and Student Health Center to persuade campus community members to adopt behaviors conducive to health and safety. These may include but are not limited to:

- Information tables with interactive activities
- Bulletin board displays / posters / pamphlets / promotional items

### ***Educational Literature***

Both University Counseling Center and the Student Health Center offer a vast array of educational literature pertaining to alcohol and drug safety and risk reduction strategies. These hard copy materials are available for free to students, as well as available through outreach and tabling events. While these are more of a passive way to educate students, the major goal is to provide brief, impactful education to students on the go. It is our hope that these materials spurn students to reach out and speak with a professional staff member.

### ***Athletics Awareness/Prevention Events***

The Office of Student Activities collaborates with Athletics to host an awareness/prevention program targeting student athletes.

- **Fall 2014 – Ethan Fisher presents - Life CONsequences: Alcohol Awareness & Life Decisions** – Join Student Activities and Athletics to kick off National Collegiate Alcohol Awareness Week (NCAAW) with Ethan Fisher. A former basketball star at Poudre High School in Fort Collins, Fisher, 33, has devoted his life to bringing awareness of alcohol and drug abuse to high school and college athletes, using his horrific story as an example of what not to do.
- **Fall 2015 – The Off-Court Advantage w/ Tiana Tozier: Alcohol Awareness Guest Speaker** Tiana captivates her audience through her story of recovery, victories, and setbacks. Through the story of her journey from junior high “C” team to Paralympic medalist, she shares the lessons she learned along the way to make good choices and why they were important as well as role plays the power of those choices. Tiana shares her best and most embarrassing moments, the heartbreak of losing the gold medal, and most importantly, how what you learn as an athlete both through winning and losing can be translated into winning in life.

### *Division of Student Affairs*

In partnership, the Office of Student Activities, Student Health Center and Office of Public Safety support prevention programming at Reinhardt.

#### What's In A Drink (Alcohol Awareness Week)

- Student participated in an obstacle course with “drunk goggles” on. Participants could also pour a glass of water in a wine glass or plastic cup. After pouring, the student’s pour was measured against the verified serving amount for beer, wine, liquor. Students were able to see how heavy they pour. There was also information about how BMI and different alcohol affect alcohol in one’s system. Reinhardt Public Safety was also present to talk to students about campus policies and general safety.

#### National Smokeout Day

- National Smokeout Day was observed through a marketing campaign organized by the Awareness and Prevention Intern. Posters were posted throughout campus on social media with different tips to quit smoking. 10 tips were posted in the month of November.

#### Reinhardt Safe Spring Break Day

- Every year thousands of college students participate in some type of spring break activity whether it is service learning, a visit to a tropical climate, a ski trip, or a road trip. Due to the fact that some students engage in high-risk behaviors during this time period, it is crucial for peer educators to provide students on campus with information that will help insure that their spring break will be healthy and safe. Safe Spring Break was hosted during the week before Reinhardt’s Spring Break in the dining hall. For Safe Spring Break, the dining hall created a tropical themed lunch for the students to enjoy. Pamphlets about consent, STIs, and alcohol were shared. Students were also given free t-shirts and sunscreen.

#### Sexual Assault Awareness Month

- Spring Day Information Table
  - C.A.R.E. hosted a table at Spring Day, a campus-wide festival. At the booth, C.A.R.E. encouraged fellow students to do random acts of kindness. C.A.R.E. also advertised for the different events happening during the month of April for Sexual Assault Awareness Month.
- Take Back The Night
  - C.A.R.E. and the Office of Student Activities hosted Take Back the Night. Take Back the Night included information and prompts provided by TakeBacktheNight.org like poems, a vigil script, and a program order. The President of the University, Dr. Kina Mallard, provided a welcome. The keynote speaker was Joyce Reed, author of Hurt 2 Heal. Joyce spoke about her experiences with sexual violence and how she became an activist in the local community. LiveSafe, formerly the YWCA, was present throughout the evening. LiveSafe shared their resources like counseling and SANE nurses with participants. Institutional resources were also shared with participants.
- Drivers Safety and Awareness Friday, March 23, 2018

- The Office of Public Safety provided presentations to students on the hazards of driving while intoxicated. The program includes a special pair of goggles that simulate the effects of intoxication by disorienting the wearer. Under controlled conditions, a screened volunteer may drink alcohol and, at various stages of intoxication, take a Field Sobriety Test and breath test to demonstrate how little alcohol it really takes to impair a person's ability to perform simple tasks.
- Red Flag Campaign/OneLove event/Alcohol Awareness
  - Red Flag Campaign was an initiative to promote awareness of what to look for in healthy and unhealthy relationships. Red flags were placed around campus to signify the percentage of students in unhealthy relationships or effected by domestic violence based on the campus population. Posters were also displayed with statistics as well as examples of negative behaviors that are found in troubled relationships. OneLove program was performed by members of the OneLove foundation. Part of the event included Escalation Workshop for attendees. The Escalation Workshop is a film-based experience that educates about the warning signs of an abusive relationship. Utilizing peer-facilitators trained by One Love staff, Escalation provides young people with the framework they need to identify the warning signs and the tools to help a friend who may be in an abusive situation. These events were tied together with a discussion and statistics concerning Alcohol Awareness.
- Mocktails Event
  - Students were able to enjoy non-alcoholic drinks, music, and games to display ways of having fun during spring break without the use of alcohol and other drugs. Statistics were provided to help bring awareness surrounding misuse of alcohol as well as the impact of unsafe behaviors. Students were able to use beer-goggles while attempting to play cornhole to demonstrate how being intoxicated will impair coordination, judgement, and decision making. Mocktails event occurred during Safe Spring Break week and took place on the lawn outside of Hasty Student Life Center. The campus nurse and counselor hosted the event allowing them to engage with students in a relaxed environment.
- Survival Kits February
  - Reinhardt University Student Health Center provided assorted packages for students during Safe Spring Break week. These kits contained portable sunscreen, health tips, and resources to help students remain safe while enjoying their break. Information on the Student Health Center as well as quick facts related to healthy lifestyles was provided by the campus nurse and campus counselor.

### **Local Alcohol and Drug Counseling, Treatment, Rehabilitation Resources**

- Price Counseling Center  
2920 Marietta Highway  
Suite 132

Canton, GA 30114  
770-479-5501

- Cherokee Center for Change  
409 Old Boring Lane  
Woodstock, GA 30189  
770-928-7300
- Choice Counseling Services  
150 North St. Suite B  
Canton, GA 30115  
770-594-5317
- Hope Quest Ministry Group, Inc.  
Post Office Box 2699  
Woodstock, Georgia 30188  
866-377-7589
- BridgeMill Counseling Center  
2205 Riverstone Blvd, #250  
Canton, GA 30114  
678-558-2049

## AOD Assessment Initiatives

The DFSCC looked at the effectiveness of the college's DAAPP and associated policies by measuring the prevalence of associated incidents and by looking at the data obtained from the administration of MyStudentBody and Everfi.

### **MyStudentBody**

Beginning in Fall 2014 and again in Spring 2015, all new main campus first year and transfer students were required to take MyStudentBody (MSB), an online safety education course. MyStudentBody is a comprehensive college health research-based initiative that is supported by the National Institutes of Health (NIH). MyStudentBody provides personalized health information, interactive tools, and coping strategies that are up-to-date and scientifically accurate.

<b>Semester</b>	<b>New Students</b>	<b>Completed/Passed</b>	<b>Incomplete</b>	<b>Failed</b>	<b>Not Attempted</b>
Fall 2014	510	342	46	1	121
Spring 2015	73	24	7	0	42

### **Everfi (AlcoholEdu/Sexual Assault Prevention)**

Beginning in Fall 2015, Reinhardt University in partnership with the Georgia Independent College Association, required all new students (freshmen, transfer, extended campus, graduate, online, professional and adult learners) to take and complete both AlcoholEdu and Sexual Assault Prevention.

AlcoholEdu is an interactive online educational course focusing on reducing the negative consequences of alcohol and drug abuse amongst college students. AlcoholEdu empowers students to make well-informed decisions about alcohol and helps them better cope with the drinking behavior of their peers. It's completely confidential and individual student responses about alcohol and other drug behavior are not accessible by Reinhardt University or any other party.

Haven (renamed Sexual Assault Prevention) is an online sexual violence awareness and prevention course that addresses the critical issues of sexual assault, relationship violence and stalking. These issues impact as many as 1 in 5 women during their time in higher education. These courses are part of a federal mandate for all students to learn about sexual violence.

In Spring 2016, two additional Everfi courses were added: Haven Plus (renamed Sexual Assault Prevention for Graduate, Online and Nontraditional Students) and Haven (renamed Sexual Assault Prevention for Faculty/Staff).

Sexual Assault Prevention for Graduate, Online and Nontraditional Students is an online sexual violence awareness and prevention course that provides tailored sexual assault prevention training to non-traditional student groups, including graduate, professional, online, and adult learners. Sexual Assault Prevention for Graduate, Online and Nontraditional Students addresses the critical issues of sexual assault, relationship violence and stalking.

Sexual Assault Prevention for Faculty and Staff is an online sexual violence awareness and prevention course that provides tailored sexual assault prevention training to faculty and staff. The course integrates scenarios and information that are relatable to diverse populations, highlighting the broader implications of these important issues on both work and family life, providing critical education on sexual harassment, connecting individuals with support resources, and discussing factors that contribute to sexual and relationship violence to encourage leadership in prevention.

Each of the Sexual Assault Prevention courses (Sexual Assault Prevention, Sexual Assault Prevention for Graduate, Online and Nontraditional Students and Sexual Assault Prevention for Faculty/Staff), will help Reinhardt University meet and exceed Clery Act (Campus SaVE and VAWA) and Title IX requirements. The reports contain content that is specifically required by the amendments to the Clery Act included in the 2013 VAWA Reauthorization, Campus Sexual Violence Elimination Act (Campus SaVE Act), and Title IX as well as other pertinent federal regulations. These regulations are enforced by the U.S. Department of Education. Each Sexual Assault Prevention course incorporates the unique experiences and perspectives of undergraduate, graduate and non-traditional students as well as faculty and staff.

### *Analysis of Assessment Data*

Improvement was seen between the 2015-16, 2016-17, 2017-18, 2018-19, 2019-20 academic years for the responses in AlcoholEdu and the Sexual Assault Prevention course in regards to the Learner Impact, Knowledge Gained and Campus Climate.

See below for Completion Reports for AlcoholEdu, Sexual Assault Prevention, Sexual Assault Prevention for Grad/NonTrad/Online, and Sexual Assault Prevention for Faculty/Staff as well as Pre and Post-Test results for these courses as well as the Campus Climate Survey

See the links for the Impact Reports for the courses for the following years:

- 2016-17
  - [AlcoholEdu](#)
  - [Haven](#)
  - [Haven Plus](#)
- 2017-18
  - [AlcoholEdu](#)
  - [Haven](#)
  - [Haven Plus](#)
- 2018-19
  - [AlcoholEdu](#)
  - [Sexual Assault Prevention – Undergraduate \(Traditional Students\)](#)
- 2019-20
  - [AlcoholEdu](#)
  - [Sexual Assault Prevention – Undergraduate Students](#)
  - [Sexual Assault Prevention – Graduate and Online Students](#)

<b>Fall 2015</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>	<b>Completion Rate</b>	
<i>AlcoholEdu/Haven</i>	Nontraditional Students	<b>60</b>		55 or 92% Completion Rate for Part I/II
		Not Completed	5	
		Completed Part 1	12	
		Completed Part 2	43	
<i>AlcoholEdu/Haven</i>	Traditional Students	<b>413</b>		397 or 96% Completion Rate for Part I/II
		Not Completed	16	
		Completed Part 1	93	
		Completed Part 2	304	
<b>Fall 2016</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>	<b>Completion Rage</b>	
<i>Haven Plus</i>	Nontraditional Student	<b>109</b>		105 or 96% Completion Rate for Part I/II
		Not Completed	4	
		Completed Part 1	30	
		Completed Part 2	75	
<i>AlcoholEdu/Haven</i>	Traditional Student	<b>464</b>		446 or 96% Completion Rate for Part I/II
		Not Completed	18	
		Completed Part 1	117	
		Completed Part 2	329	
<b>Fall 2017</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>	<b>Completion Rage</b>	
<i>Haven Plus</i>	Nontraditional Student	<b>132</b>		115 or 87% Completion Rate for Part I/II
		Not Completed	17	
		Completed Part 1	25	
		Completed Part 2	90	
<i>AlcoholEdu/Haven</i>	Traditional Student	<b>497</b>		477 or 96% Completion Rate for Part I/II
		Not Completed	20	
		Completed Part 1	109	
		Completed Part 2	368	
<b>Fall 2018</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>	<b>Completion Rage</b>	
<i>Sexual Assault Prevention – Nontraditional Students</i>	Nontraditional Student	<b>55</b>		48 or 87% Completion Rate for Part I/II
		Not Completed	7	
		Completed Part 1	17	
		Completed Part 2	31	

<i>AlcoholEdu/Sexual Assault Prevention for Traditional Students</i>	Traditional Student	<b>353</b>		340 or 96% Completion Rate for Part I/II
		Not Completed	13	
		Completed Part 1	73	
		Completed Part 2	267	
<b>Fall 2019</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>		<b>Completion Range</b>
<i>Sexual Assault Prevention – Nontraditional Students</i>	Nontraditional Student	<b>108</b>		94 or 85% Completion Rate for Part I/II
		Not Completed	14	
		Completed Part 1	94	
		Completed Part 2	94	
<i>AlcoholEdu/Sexual Assault Prevention for Traditional Students</i>	Traditional Student	<b>477</b>		447 or 93% Completion Rate for Part I/II
		Not Completed	35	
		Completed Part 1	442	
		Completed Part 2	442	

<b>Spring 2016</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>		<b>Completion Range</b>
<i>Haven Plus</i>	Nontraditional Student	<b>40</b>		27 or 68% Completion Rate for Part I/II
		Not Completed	13	
		Completed Part 1	13	
		Completed Part 2	14	
<i>AlcoholEdu/Haven</i>	Traditional Student	<b>72</b>		50 or 69% Completion Rate for Part I/II
		Not Completed	22	
		Completed Part 1	17	
		Completed Part 2	33	
<b>Spring 2017</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>		<b>Completion Range</b>
<i>Haven Plus</i>	Nontraditional Student	<b>71</b>		66 or 93% Completion Rate for Part I/II
		Not Completed	5	
		Completed Part 1	18	
		Completed Part 2	48	
<i>AlcoholEdu/Haven</i>	Traditional Student	<b>47</b>		33 or 70% Completion Rate for Part I/II
		Not Completed	14	
		Completed Part 1	20	
		Completed Part 2	13	
<b>Spring 2018</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>		<b>Completion Range</b>
<i>Haven Plus</i>	Nontraditional Student	<b>88</b>		81 or 92% Completion Rate for Part I/II
		Not Completed	7	

		Completed Part 1	40	
		Completed Part 2	41	
<i>AlcoholEdu/Haven</i>	Traditional Student	<b>54</b>		43 or 80% Completion Rate for Part I/II
		Not Completed	11	
		Completed Part 1	31	
		Completed Part 2	12	
<b>Spring 2019</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>		<b>Completion Range</b>
<i>Sexual Assault Prevention – Nontraditional Students</i>	Nontraditional Student	<b>87</b>		82 or 94% Completion Rate for Part I/II
		Not Completed	5	
		Completed Part 1	25	
		Completed Part 2	57	
<i>AlcoholEdu/Sexual Assault Prevention for Traditional Students</i>	Traditional Student	<b>34</b>		31 or 91% Completion Rate for Part I/II
		Not Completed	3	
		Completed Part 1	13	
		Completed Part 2	18	
<b>Spring 2020</b>				
<b>Course(s)</b>	<b>Targeted Student</b>	<b>Number Targeted</b>		<b>Completion Range</b>
<i>Sexual Assault Prevention – Nontraditional Students</i>	Nontraditional Student	<b>113</b>		95 or 84% Completion Rate for Part I/II
		Not Completed	28	
		Completed Part 1	95	
		Completed Part 2	95	
<i>AlcoholEdu/Sexual Assault Prevention for Traditional Students</i>	Traditional Student	<b>41</b>		33 or 80% Completion Rate for Part I/II
		Not Completed	9	
		Completed Part 1	33	
		Completed Part 2	33	

*AlcoholEdu*  
**Knowledge Gain**

	2016-17		2017-18		2018-19		2019-20	
	Pre	Post	Pre	Pre	Post	Post	Pre	Post
<b>Alcohol Knowledge</b>	43%	72%	41%	38%	56%	71%	48%	82%
<b>Physiological Effects</b>	63%	70%	62%	61%	54%	68%	64%	80%
<b>Risk Reduction</b>	69%	86%	65%	64%	66%	80%	63%	91%
<b>Understanding The Influence of Alcohol</b>	77%	92%	74%	60%	89%	91%	84%	93%
<b>Factors Influencing Drinking Behavior</b>	66%	84%	62%	64%	64%	78%	68%	89%

*AlcoholEdu*  
**Learner Impact**

<b>Your Student Reported that AlcoholEdu</b>				
<b>Year</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
<b>Prepared them to prevent an alcohol overdose</b>	86%	88%	91%	90%
<b>Prepared them to help someone who may have alcohol poisoning</b>	89%	88%	92%	89%
<b>Help them establish a plan to make responsible decisions about drinking</b>	88%	91%	92%	91%
<b>Changed their perception of other's drinking behavior.</b>	71%	72%	71%	68%

*Haven/Sexual Assault Prevention - Knowledge Gain*

**Measuring the Percentage of Correct Responses to Course Assessments**

<b>Haven</b>	<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2018-19</b>		<b>2019-20</b>	
	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
<b>Understanding of Sexual Consent</b>										
Reinhardt Average	89%	97%	96%	93%	91%	97%	93%	98%	90%	88%
National Average	94%	96%	96%	96%	N/A	N/A	96%	96%	N/A	N/A
<b>Bystander Intervention Strategies</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	83%	93%	88%	85%	95%	99%	89%	93%	69%	70%
National Average	87%	91%	88%	89%	N/A	N/A	92%	92%	N/A	N/A
<b>Definition of Stalking</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	89%	94%	93%	92%	67%	91%	92%	94%	95%	91%
National Average	72%	73%	92%	92%	N/A	N/A	92%	93%	N/A	N/A
<b>Root Causes of Sexual Assault</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	64%	74%	67%	56%	N/A	N/A	59%	72%	N/A	N/A
National Average	72%	77%	68%	67%	N/A	N/A	73%	75%	N/A	N/A
<b>Characteristics of Perpetrators</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	73%	91%	72%	69%	N/A	N/A	82%	89%	N/A	N/A
National Average	79%	92%	75%	79%	N/A	N/A	90%	89%	N/A	N/A
<b>Alcohol as Most Common Rape Drug</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	60%	87%	63%	66%	N/A	N/A	84%	91%	N/A	N/A
National Average	66%	89%	64%	65%	N/A	N/A	88%	87%	N/A	N/A
<b>Sexual Assault Prevalence</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>

Reinhardt Average	52%	60%	47%	46%	N/A	N/A	42%	47%	N/A	N/A
National Average	54%	57%	54%	48%	N/A	N/A	50%	54%	N/A	N/A
<b>Strategies for Supporting Survivors</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	65%	85%	64%	61%	71%	83%	79%	86%	69%	70%
National Average	71%	89%	72%	72%	N/A	N/A	87%	89%	N/A	N/A
<b>Alcohol-Facilitated Sexual Assault</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	85%	92%	89%	89%	N/A	N/A	91%	93%	N/A	N/A
National Average	90%	93%	91%	92%	N/A	N/A	93%	93%	N/A	N/A
<b>Campus Disciplinary Resources</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Post-Test</b>	<b>Pre-Test</b>	<b>Post-Test</b>
Reinhardt Average	89%	94%	88%	86%	N/A	N/A	92%	91%	N/A	N/A
National Average	93%	97%	91%	91%	N/A	N/A	95%	95%	N/A	N/A

### *Campus Climate*

Students were asked a series of questions related to the climate around sexual assault at Reinhardt.				
Year	2016-2017	2017-2018	2018-2019	2019-2020
Officials at my school take reports of sexual assault seriously.	87%	85%	89%	88%
My school is committed to preventing sexual assault.	88%	85%	92%	90%
I feel part of a caring community that looks out for one another at my school.	85%	85%	89%	89%
There are good support recourses at my school for students going through difficult times.	85%	85%	90%	90%
My school does a good job protecting the safety of students.	87%	85%	90%	89%

### *Course Impact*

Students were asked to rate their agreement with the following statements about the impact of this course.				
Year	2016-2017	2017-2018	2018-2019	2019-2020
Helped me identify characteristics of healthy and unhealthy relationships.	85%	82%	88%	84%
Taught me where to find resources for sexual assault and abusive relationships at my school.	85%	80%	86%	83%
Made me more confident in my ability to intervene where I see concerning behavior.	86%	80%	87%	85%

<b>Provided me with skills to better support someone who has experienced sexual assault.</b>	85%	81%	88%	85%
<b>Increased my understanding of school policies related to issues covered in the course.</b>	85%	82%	91%	85%
<b>Gave me information about sexual consent that I plan to use if I choose to be sexually active.</b>	87%	81%	89%	84%

### **Athletic Drug Testing Results**

All Reinhardt University student-athletes are subject to substance abuse testing. The Athletics Department has the right to conduct random testing and with suspicion can also choose to test an individual. Negative results indicate no illegal substance was found, while positive results indicate that illegal substance was found.

<b>Academic Year</b>	<b>Number of Students Athletes Tested</b>	<b>Negative Results</b>	<b>Positive Results</b>
2014-15	136	129	7
2015-16	123	121	2
2016-17	63	63	0
2017-18	0	0	0
2018-19	0	0	0
2019-20	0	0	0

### **Student Judicial Sanction Results**

The University's AOD policy notes that violations of such are considered a serious offense that can result in a requirement for satisfactory participation in a drug or alcohol rehabilitation program, disciplinary action up to and including termination from employment and suspension or expulsion from the University, and referral for criminal prosecution. University policies also note that criminal conviction is not required for sanctions to be imposed upon a student for violations of college policy.

While allegations of staff and faculty policy infractions follow the progressive discipline standards outlined in the Employee Handbook, the student conduct process provides for process focused on educational justice. Both informal and formal resolution processes can be employed to resolve allegations. In most cases, students chose to take ownership of their behavior and participate in fashioning an outcome, which provides for the amelioration of the impact they have had on the community. When this is not possible or the student chooses otherwise, a hearing board constituted of community members reviews the allegations and information available and determines responsibility. If appropriate, the hearing body will fashion a sanction to mitigate the impact on the impact and educate the student as possible.

### **Disciplinary Sanctions and Rationale Options**

Available disciplinary sanctions range from a warning to permanent expulsion from the University. Sanctions are determined on the circumstances of the case, as well as the perceived learning needs of the student.

The disciplinary sanctions for student violations of the standards of conduct are included in the Student Code of Conduct, which are based on the following considerations:

- The nature of the violation
- Prior violations/conduct history of the student
- Factors which will assist the student to learn from the experience and make different choices
- Impact to the campus community

In addition to warnings, probation, suspension and/or expulsion, often educational sanctions could be imposed such as:

- Community service hours
  - Assessment of alcohol and drug use
  - Counseling intervention
  - Completion of individual online educational programming through Everfi
  - Writing an essay or reflection paper
- For the period involved in this review (2015-16, 2016-17, 2017-18, 2018-19), the number of students involved in drugs, alcohol and Title IX (sexual assault) incidents who were found responsible for violating the University Code of Conduct were reviewed. The number of student involved in drug, alcohol and Title IX (sexual assault) incidents who were found responsible for violating the University Code of Conduct were reviewed and the it was found that the number decreased from the prior year in all categories except that of Tobacco and Title IX sexual assault.

<b>Incidents</b>	<b>Number of Incidents 2015-16</b>	<b>Number of Incidents 2016-17</b>	<b>Number of Incidents 2017-18</b>	<b>Number of Incidents 2018-19</b>	<b>Number of Incidents 2019-20</b>
Alcohol Violations	60	20	61	53	71
Drug Violations	10	6	7	9	20
Tobacco Violations	5	11	5	17	0
Title IX Sexual Assault Violations	0	1	2	3	2

<b>Sanction for Alcohol Violations</b>	<b>Number of Hours/ Assignments 2015-16</b>	<b>Number of Hours/ Assignments 2016-17</b>	<b>Number of Hours/ Assignments 2017-18</b>	<b>Number of Hours/ Assignments 2018-19</b>	<b>Number of Hours/ Assignments 2019-20</b>
Community Service	1049 Hours Assigned	122 Hours Assigned	300 Hours Assigned	350 Hours Assigned	Not Available
Educational Sanctions	53 Educational Assignments Assigned	12 Educational Assignments Assigned	11 Educational Assignments Assigned	12 Educational Assignments Assigned	Not Available

<b>Sanction for Drug Violations</b>	<b>Number of Sanctions 2015-16</b>	<b>Number of Sanctions 2016-17</b>	<b>Number of Sanctions 2017-18</b>	<b>Number of Sanctions 2018-19</b>	<b>Number of Sanctions 2019-20</b>
Probated Suspension	17	3	12	7	Not Available
Suspension	1	3	2	5	Not Available
Counseling Referral	2	0	16	11	Not Available
Loss of Athletic Participation (Time Period Varies)	10	1	0	6	Not Available
Drug Evaluation/Screening/Treatment	1	0	10	5	Not Available
Educational Sanctions	53	0	11	12	Not Available

<b>Sanctions for Tobacco Violations</b>	<b>Number of Sanctions 2015-16</b>	<b>Number of Sanctions 2016-17</b>	<b>Number of Sanctions 2017-18</b>	<b>Number of Sanctions 2018-19</b>	<b>Number of Sanctions 2019-20</b>
Warnings	5	0	0	0	0
Community Service	0	20 hours	0	0	0
Educational Sanctions	0	5	0	0	0
Fines	0	\$80	0	0	0

• **Employee Discipline Results**

The University through the Office of Human Resources will discipline an employee for a violation of a policy found in the Employee Handbook. Employee discipline may include, in any order in which the University deems necessary:

- verbal warning
- written reprimand
- demotion
- suspension
- dismissal

For the period involved in this review (2015-16), the number of employee incidents involving alcohol and/or drugs were reviewed and found that there were no identified employee incidents.

**Climate Survey**

Reinhardt University implemented an online campus Climate survey to gain insights into the campus atmosphere regarding sexual and relationship violence. This survey will assess students' attitudes, perceptions, and experiences related to these issues to provide an accurate sense of the scope and nature of their occurrence. The Campus Climate Survey allows Reinhardt to examine the prevalence and incidence of sexual assault and sexual misconduct occurring within the community, attitudes among students about the campus climate

regarding sexual assault, and knowledge of university resources available to students. The primary goals of the survey are to estimate the incidence and prevalence of different forms of nonconsensual sexual contact, harassment, stalking, and intimate partner violence; to collect information on student views related to the climate surrounding sexual assault and misconduct; and to assess student knowledge and evaluation of available resources in response to such incidents. Addressing each of these goals will help the Reinhardt University create a safer and more accepting campus environment. The survey is anonymous, and no identifying information will be reported. Responses to this confidential survey are critical to the University's understanding of the attitudes and experiences of our students and how we can assess the current status of our campus climate, can make significant improvements to programs and services to protect, educate, and support our students. The charts below indicate the responses that pertain to alcohol and drug use.

See links for the result of the Campus Climate Survey for the following years:

- Spring 2017
  - [Campus Climate Survey](#)
  - [Sexual Harassment](#)
  - [Bystander Intervention and Campus Safety](#)
  - [Perpetration Report](#)
- Spring 2018
  - [Campus Climate Survey](#)
  - [Sexual Harassment](#)
  - [Bystander Intervention and Campus Safety](#)
  - [Report of Perpetration](#)
  - [Sexual Violence Victimization](#)
  - [Stalking and Dating Violence Victimization](#)
  - [Student Reporting Sexual Violence Victimization](#)
- Spring 2019
  - [Campus Climate Survey](#)
  - [Sexual Harassment](#)
  - [Bystander Intervention and Campus Safety](#)
  - [Report of Perpetration](#)
  - [Sexual Violence Victimization](#)
  - [Stalking and Dating Violence Victimization](#)
  - [Student Reporting Sexual Violence Victimization](#)
- Spring 2020
  - [Campus Climate Survey](#)

### **Reinhardt University - Clery Act – Campus Security Report, 2017**

Reinhardt University Annual Security & Fire Safety Report and Statement of Campus Security Policy (Safe and Secure) is prepared, published and distributed in accordance with the requirements of the Campus Security Act of 1990, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, The Higher Education Amendments of 1998, and all implementing regulations issued by the U.S. Office of Education (34 C.F.R. Part 668.46; hereinafter the “Regulations”).

Institutions must distribute, by October 1 each year, a security report or a notice of the report to all current students and employees. If the institution distributes the report by posting it on the institution's website, the institution must provide a notice by October 1 that includes a statement of the report's availability, the exact electronic address, a brief description of the report's contents, and a statement that the institution will provide a paper copy upon request. The emergency response and evacuation information must be included in the institution's annual security report.

The institution must provide a notice to prospective students and employees that include a statement of the report's availability, a brief description of its contents, and an opportunity to request a paper copy. If the report is posted on a website the notice must include the exact electronic address and a statement that the institution will provide a paper copy of the report upon request.

Each year, personnel from the Reinhardt University Department of Public Safety collect and compile the statistics, information, and other data required for this report in accordance with the latest statutory and regulatory requirements.

The Department of Public Safety maintains incident reports on an annual basis. Reinhardt Public Safety records, by date, crimes reported to Reinhardt University Department of Public Safety that occurred "on-campus", or on a "non-campus building or property." It is important to note that under the Regulations, each of the foregoing italicized terms has a special definition that requires the reporting of statistics for certain crimes that occur outside the specific geographic boundaries of the campus property owned by Reinhardt University.

As required by law, Reinhardt University Department of Public Safety determines which crime classification to assign to a reported incident by using the definitions of crimes found in the Federal Bureau of Investigation's Uniform Crime Reporting Guidelines (UCR). Reinhardt University Department of Public Safety also makes the determination as to whether or not a particular crime can be classified as a "hate crime" by using the UCR's definition of that term.

The Reinhardt Department of Public Safety compiles its crime statistics based not only on information that it receives directly, but also from crimes reported to the following sources on or near all Reinhardt campuses: (a) other "campus security authorities" (as that term is defined in the Regulations), including Public Safety officers, Residence Life personnel, and Campus personnel; and (b) crimes reported to local police authorities. Reports of crimes made by persons or agencies outside Reinhardt University Department of Public Safety are solicited by written request from Reinhardt University Department of Public Safety. A formal police report of a crime is not necessary for the crime report to be included in the statistical compilation. Crime victims' names are not disclosed in the statistical report.

The statistics and any additions or changes to policy or informational statements are compiled into a draft Report by the Reinhardt University Department of Public Safety. The Director of Public Safety serves as the University Security Survey Administrator and submits the annual Report to the Office of Education. The Dean of Students notifies all students and employees by email annually of the posting of the Safe and Secure Report on the Internet. A paper copy will be provided upon request.

On an annual basis alcohol and drug statistics are reported for the Campus Security Report. These statistics are reported by calendar year (January 1 through December 31) and are found on Reinhardt University website. [Click this link for a copy of the 2018 Annual Security Report.](#)

## AOD Comprehensive Program Goals and Objectives

The University's biennial review issued in June 2020, which covered the period from June 1, 2015 through May 1, 2020, established the following goals and objectives:

Reinhardt University will implement a comprehensive alcohol and other drug and violence prevention programs that directly impacts those within the University campus and surrounding communities. These programs will be evidenced-based and include prevention, early intervention and treatment services that will adequately decrease the severity and frequency of these issues and their interference with student success and well-being. Reinhardt University will utilize a coalition of key campus and community stakeholders to identify and manage alcohol, drug and violence related environmental risk factors that impede student success, interfere with institutional priorities and increase the university's liability.

### Goals

- Implement and manage a comprehensive evidence-based AOD prevention strategic plan that will impact Reinhardt students, faculty, and staff.
- Demonstrate the efficacy of the alcohol, drug and violence prevention programming and initiatives.

### Objectives

- Decrease the quantity of drug and alcohol related disciplinary infractions.
- Decrease the frequency of substance related physical and sexual acts of violence.
- Decrease the frequency of substance related academic problems.
- Maintain compliance with federal and state substance abuse regulations.
- Evaluate the effectiveness of alcohol, drug and violence prevention programming and initiatives by instituting annual program evaluation initiatives.

## Program Assessment

Reinhardt University's alcohol and drug awareness and prevention programs use a variety of proven prevention strategies in providing awareness, education and services to campus. We are committed to evidence-informed interventions and ongoing assessment of student behaviors to plan and implement effective alcohol risk reduction efforts. Anecdotally and through evaluation efforts, individual interventions at the student and employee level continue to be effective in helping people make positive changes around their drug and alcohol use. Students are held accountable for their behavior through a conduct system that uses progressive sanctioning with a strong emphasis on education.

Reinhardt University's alcohol and drug awareness and prevention programming has increased and has been enhanced over the last 15+ years (2000-2020) as the relationship across campus have grown and have been nurtured to ensure strong cross-campus collaborations. Efforts from Athletics and other areas helped to enhance institutional commitment for alcohol, drug and violence prevention programming and initiatives.

Over the past 20 years Reinhardt expanded its alcohol, drug and violence prevention programming to include individual-based, group-based, and universal-based initiatives. In addition, the programming includes face-to-face, online, small-group, large-group, in-class and out-of-class awareness/education and prevention sessions as well as active and passive marketing.

The University's AOD policy notes that violations of alcohol and drug policies are considered a serious offense that can result in a requirement for satisfactory participation in a drug or alcohol rehabilitation program, disciplinary action up to and including termination from employment and suspension or expulsion from the University, and referral for criminal prosecution. University policies also note that criminal conviction is not required for sanctions to be imposed upon a student for violations of college policy.

The University should continue its awareness and prevention programming efforts, but encourage student leaders and staff to conduct more student program evaluations of weekend programs and programs focused on substance use. In addition, attendance at some of the small-group programs was lower than desired. Staff members should consider working together and cross-campus collaborations in order to reach a broader audience. Because many of the alcohol and drug policy violations tend to occur during the fall semester, staff should continue to focus their educational efforts for the students during the beginning of the fall semester.

Overall, it is perceived that coordination of Reinhardt University's DAAPP was effective and met the expectations of the DFSCA. However, there is room for improvement especially in the realm of assessment. Reinhardt will further define goals and learning objectives undergirding a strong DAAPP through the DAAPP Biannual Review process.

## AOD SWOT Analysis

Through the DAAPP Biannual Review process the following strengths and weaknesses in the University's alcohol and other drug program were found.

### *Strengths*

- The University has comprehensive policies related to alcohol and other drugs found in both the Student Handbook and Employee Handbook, which are available online.
- Students, faculty, and staff have access to campus-based and community resources related to alcohol and other drugs.
- The University embraces an alcohol and drug-free policy and programs to provide healthful and engaging alternatives to counter the prevailing social standards/expectations.
- All student events and programs are alcohol and drug-free.
- Reinhardt University has a counselor and nurse available to students who can provide access to alcohol and drug assessments and educational support.
- The depth and number of programs/interventions for students provides substantial educational opportunities.
- The University administers online interactive education and prevention programming for all new students as well as current employees through courses provided through Everfi including: AlcoholEdu, Sexual Assault Prevention, Sexual Assault Prevention for Graduate, Online and Nontraditional Students and Sexual Assault Prevention for Faculty/Staff.
- Health insurance is available to all regular employees.
- There is a wellness program available to all regular employees.
- There is an Employee Assistance Program (EAP) for all regular employees.
- The University annually reviews and revise its smoking and tobacco use policy.
- The University annually reviews and revise its sexual violence and harassment policy.
- Implemented violence prevention programs to specifically engage nontraditional students including online, graduate, professional and adult learning students.
- Developed student peer education/advocacy group to support alcohol, drug and violence prevention and awareness programming.
- The University is in the process of developing/supporting AAA and NAA groups with the United Methodist Church located on campus.
- The University has developed a strong partnership with the Georgia Independent Colleges Association (GICIA) in regards to policy research, training, and grants.

### *Weaknesses*

- There is a need to share coordination of AOD programming between divisions within the University including Athletics and Student Affairs.
- The University's alcohol and other drug program has no employee related goals.
- There is very limited programming for employees related to alcohol and other drugs.

## Future Recommendations

Based on its review of the University's alcohol and other drug programming, the DFSCC makes the following recommendations:

- Increase alcohol and other drug programming for employees.
- Include employees in alcohol and other drug program goals.
- Seek additional grant funding for alcohol, drug and violence prevention programming.
- Seek the opportunity to collaborate and partner with the United Methodist Church to establish AAA and NAA groups.
- Seek proactive and intentionally shared programming between Athletics and Student Affairs focusing on alcohol and drug abuse as well as bystander intervention and sexual assault prevention.

## Goals and Objectives for next Biennium

Based on its review of the University's alcohol and other drug programming, the DFSCC makes the following goals and objective for the next Biennium:

- Develop and/or implement online sanction course for student alcohol violations.
- Explore new awareness speakers/events for National Collegiate Alcohol Awareness Week.
- Explore community partnership opportunities.
- Develop annual prevention/intervention calendar that is published prior to the beginning of the academic year that addresses the needs of all constituencies.
- Develop staff and faculty intervention/outreach efforts.

## Compliance Checklist

### Drug-Free Schools and Campuses Regulations Compliance Checklist

1. Does the institution maintain a copy of its drug and alcohol prevention program?  
Yes  No   
If yes, where is it located?  
The drug and alcohol prevention program is kept in the Office of Student Affairs.
2. Does the institution provide annually to each employee and each student, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following?
  - a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities.  
Students: Yes  No  Staff and Faculty: Yes  No
  - b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol  
Students: Yes  No  Staff and Faculty: Yes  No
  - c. A description of the applicable legal sanctions under local, state, or federal law  
Students: Yes  No  Staff and Faculty: Yes  No
  - d. A description of applicable counseling, treatment or rehabilitation or re-entry programs  
Students: Yes  No  Staff and Faculty: Yes  No
  - e. A clear statement of the disciplinary sanctions the institution will impose on students and employee, and a description of those sanctions  
Students: Yes  No  Staff and Faculty: Yes  No
3. Are the above materials distributed to students on one of the following ways?
  - a. Mailed to each student (separately or included in another mailing)  
Yes  No
  - b. Through campus post office boxes  
Yes  No
  - c. Class schedules which are mailed to each student  
Yes  No
  - d. During new student orientation  
Yes  No
  - e. In another manner (describe) Reinhardt University has chosen to distribute the materials to all students and employees via e-mail during each new semester. For those employees not having access to email, this material is made available through staff meetings. Everyone may request a further digital or print copy of the current report via e-mail, mail or in person by contacting the Dean of Students Office. The information is also found in the annual Security and Fire Safety Report published by the Office of Public Safety and can be found online at <https://www.reinhardt.edu/publicsafety>.
4. Do the means of distribution provide adequate assurance that each student receives the materials annually?  
Yes  No
5. Are the above materials distributed to staff and faculty in one of the following ways?
  - a. Mailed  
Staff: Yes  No  Faculty: Yes  No

- b. Through campus post office boxes  
Staff: Yes  No  Faculty: Yes  No
  - c. During new employee orientation  
Staff: Yes  No  Faculty: Yes  No
  - d. In another manner (describe) Reinhardt University has chosen to distribute the materials to all students and employees via e-mail during each new semester. For those employees not having access to email, this material is made available through staff meetings. Everyone may request a further digital or print copy of the current report via e-mail, mail or in person by contacting the Dean of Students Office. The information is also found in the annual Security and Fire Safety Report published by the Office of Public Safety and can be found online at <https://www.reinhardt.edu/publicsafety>.
6. Does the means of distribution provide adequate assurance that each staff and faculty member receives the materials annually:  
Staff: Yes  No  Faculty: Yes  No
7. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?  
Staff: Yes  No  Faculty: Yes  No
8. In what ways does the institution conduct biennial reviews of its drug and alcohol prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?
- a. Conduct student alcohol and drug use survey  
Yes  No
  - b. Conduct opinion survey of its students, staff and faculty.  
Students: Yes  No  Staff and Faculty: Yes  No
  - c. Evaluate comments obtained from a suggestion box.  
Students: Yes  No  Staff and Faculty: Yes  No
  - d. Conduct focus groups.  
Students: Yes  No  Staff and Faculty: Yes  No
  - e. Conduct intercept interviews  
Students: Yes  No  Staff and Faculty: Yes  No
  - f. Assess effectiveness of documented mandatory drug treatment referrals for students and employees.  
Students: Yes  No  Staff and Faculty: Yes  No
  - g. Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees.  
Students: Yes  No  Staff .and Faculty: Yes  No
  - h. Other (please list)  
The University reviews the assessment data provided through its online prevention training course (Sexual Assault Prevention, Sexual Assault Prevention for Graduate, Online and Nontraditional Students, Sexual Assault Prevention for Faculty/Staff and AlcoholEdu). The University also tracks and reviews the number of alcohol and drug involved incidents to determine if there in increases or decreases in the number of incidents. In addition, the University tracks and reviews individual judicial files for students to determine if there are repetitive incidents for the same students. The University annually

reviews its drug and alcohol prevention program and related policies to determine effectiveness and implement necessary changes.

9. Who is responsible for conducting these biennial reviews?

Reinhardt has established an ongoing committee who is responsible for the biennial review. During the 2019-2020 review period the committee assignments were as follows:

- Walter May, Dean of Students
- Jamie Johnston, Assistant Dean of Students
- William Popp, Director of Athletics
- Ashley Wolary, Head Athletic Trainer
- Jay Duncan, Director of Public Safety
- Joseph Steelman, Director of Financial Aid
- Rhonda Kelley, Assistant Director of Public Safety
- Kristy Starling, Director of Human Resources
- Adam Powell, Campus Counselor
- Kristy Hough, Campus Nurse

10. If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug and alcohol prevention program and the results of the biennial review?

Yes  No

11. Where is the biennial review documentation located:

Title: Dean of Students

Department: Student Affairs

Phone: (770) 720-5540 E-mail: [deanofstudents@reinhardt.edu](mailto:deanofstudents@reinhardt.edu)

12. Comments

Note: The above Drug-Free Schools and Campuses Regulations Compliance Checklist was taken from Complying with the Drug-Free Schools and Campuses Regulations [34CFR Part 86], a publication of the Higher Education Center for Alcohol and Other Drug Prevention, funded by the U.S. Department of Education.