



**Williston State College
Drug-Free Schools and Campuses Regulations [EDGAR Part 86]
Biennial Review: 2018**

**Student Affairs Division
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December 2018

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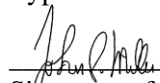
Alcohol and other Drug Prevention Certification Signed by Chief Executive Officer

Williston State College
Name of Institution

1410 University Avenue, Williston, ND
Address of Institution

Dr. John Miller
Typed Name of Chief Executive Officer

0254229
IRS Employer Identification Number


Signature of the Chief Executive Officer

(701) 774-4200
Telephone Number

12/31/2018
Date

john.s.miller@willistonstate.edu
E-mail address

I. Introduction / Overview

Williston State College (WSC) is committed to an environment that supports the academic success and health of our staff and students and has a Drug-Free Campus Program that serves to provide the campus with activities and services designed to encourage a healthy and drug-free lifestyle.

In keeping with the requirements of the Drug-Free Schools and Campuses Regulations [EDGAR Part 86], WSC has an Alcohol / Drug Abuse Prevention Policy that describes standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on WSC property or as part of any WSC sponsored activities. The policy includes the following:

1. A description of legal sanctions under federal, state, or local law for the unlawful possession use or distribution of illicit drugs and alcohol;
2. A clear statement of disciplinary sanctions WSC will impose on students and employees for violations of the standards of conduct;
3. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
4. A description of the drug and alcohol counseling and treatment resources available to students and employees.

As outlined in the “Complying with the Drug-Free Schools and Campuses Regulations” (EDGAR Part 86), the policy is distributed to all students and employees as part of our Drug-Free Campus Program.

This required biennial review has the following two objectives. First, to determine the effectiveness of, and to implement necessary changes to, the AOD Prevention Program. Secondly, to ensure that campuses enforce the disciplinary sanctions for violating standards of conduct consistently.

II. Biennial Review Process

This Review covers the period of 2016-2018. Specifically, it is the fall 2016 semester through the summer of 2018.

A. Biennial Review Preparer(s)

- Vice President for Student Affairs
- Vice President for Academic Affairs
- Director for Residence Life
- Student Life Coordinator
- Mental Health Counselor (LAC)
- Athletic Director
- Human Resources Director
- Security Department Member
- Creative Services Department Member

- Accessibility & Retention Specialist
- Director of the ND Higher Education Consortium for Substance Abuse Prevention (ND University System)

B. Location of Biennial Review

Copies of the policies distributed to students and employees

See Policy Distribution Worksheet (See Appendix C).

Policies and Policy Distribution

In accordance with the 1989 amendments to the Drug-Free Schools and Communities Act, as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86 (Drug Free Schools and Campuses Regulations) this policy will be distributed to all students and employees at WSC each year (See Policy Distribution Worksheet on Appendix C)

The Vice President for Student Affairs is responsible for the notification of the policy to students. The Human Resources Manager is responsible for notification of the policy to WSC employees.

2010

- Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.
- Every employee received a copy of the WSC AOD Policy as part of employee in-service week.

2011

- Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.
- Every employee received a copy of the WSC AOD Policy as part of employee in-service week.

2012

- Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.
- Every employee received a copy of the WSC AOD Policy as part of employee in-service week.

2013

- Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.

- Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- WSC AOD Policy was distributed to all staff and students

2014

- Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct. (See Appendix C for a copy of the statement).
- Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- WSC AOD policy was distributed to all staff and students via email.

2015

- Every student received an email which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct. (See Appendix C for a copy of the statement).
- All students must complete a college strategies or transitions for graduation purposes. The orientation course includes complete reviews and surveys of WSC AOD Policies.
- Every employee received a copy of the WSC AOD Policy as part of employee evaluation process.
- WSC AOD policy was distributed to all staff and students via email.

2016

- Every student received an email which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct. (See Appendix C for a copy of the statement).
- All students must complete a college strategies or transitions for graduation purposes. The orientation course includes complete reviews and surveys of WSC AOD Policies.
- Every employee received a copy of the WSC AOD Policy as part of employee evaluation process.
- WSC AOD policy was distributed to all staff and students via email.

2017

- Every student received an email which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct. (See Appendix C for a copy of the statement).
- All students must complete a college strategies or transitions for graduation purposes. The orientation course includes complete reviews and surveys of WSC AOD Policies.
- Every employee received a copy of the WSC AOD Policy as part of employee evaluation process.
- WSC AOD policy was distributed to all staff and students via email.
- WSC [AOD Policy](#) is posted on the WSC website.
- See Policy Distribution Worksheet (See Appendix C)

2018

- Every student received an email which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct. (See Appendix C for a copy of the statement).
- All students must complete a college strategies or transitions for graduation purposes. The orientation course includes complete reviews and surveys of WSC AOD Policies.
- Every employee received a copy of the WSC AOD Policy as part of employee evaluation process.
- WSC AOD policy was distributed to all staff and students via email.
- WSC [AOD Policy](#) is posted on the WSC website.
- See Policy Distribution Worksheet (See Appendix C)

A copy of WSC's biennial review and WSC's Alcohol and other Drug Prevention Program is available at:

Williston State College
1410 University Avenue
Student Affairs Office
Steven's Hall Office 105E
Williston, ND 58801

It can also be found online at:

<http://www.willistonstate.edu/Current-Students/Student-Services/Alcohol-and-Other-Drug-Abuse-Prevention-Programs.html>

III. Annual Policy Notification Process

A. Content of Alcohol/Drug Abuse Prevention Statement

Section 4.3 of WSC's Student Code of Conduct

<http://willistonstate.edu/Documents/Student%20Services/WSC%20COC%2018-10-01.pdf>

Page 6 of WSC's Staff Handbook

[http://willistonstate.edu/Documents/Forms/2018%20Staff%20Handbook\(0\).pdf](http://willistonstate.edu/Documents/Forms/2018%20Staff%20Handbook(0).pdf)

B. Notification Process for Employees (as outlined in WSC's DAAP)

Notification of the information contained in the Alcohol and other Drug Prevention Program is be distributed by the Director for Human Resources to all current employees of the college via WSC email on or before October 1st of each year.

C. Notification Process for Students (as outlined in WSC's DAAP)

Notification of the information contained in the Alcohol and other Drug Prevention Program is distributed by the Vice President for Student Affairs to all currently enrolled students via WSC email on or before October 1st of each year.

IV. Alcohol and Other Drug (AOD) Prevalence Rate, Incidence Rate, Needs Assessment, and Trend Data

A. Alcohol and other Drug Survey Data: See 2016 NDCORE in Appendix F

B. The number of drug and alcohol-related incidents and fatalities that occur on campus

Page 22 of WSC's Annual Security and Fire Safety Report

<http://willistonstate.edu/Documents/Housing%20and%20Safety/2017%20Annual%20Security%20and%20Fire%20Safety%20Report%2010-16-18.pdf>

C. The number of drug and alcohol-related incidents and fatalities reported to campus officials

Page 22 of WSC's Annual Security and Fire Safety Report

<http://willistonstate.edu/Documents/Housing%20and%20Safety/2017%20Annual%20Security%20and%20Fire%20Safety%20Report%2010-16-18.pdf>

V. AOD Policy, Enforcement, and Compliance Inventory

A. Policies

1. North Dakota Century Code – Appendix A

2. WSC Alcohol and Drug Policy – Appendix B

3. Student Code of Conduct

<https://www.willistonstate.edu/Documents/Student%20Services/WSC%20COC%2018-10-01.pdf>

4. Alcoholic Beverages - Sale, Serving, and Consumption – Appendix A

5. Alcohol Marketing and Promotion: Restrict marketing and promotion of alcoholic beverages both on and off campus.

- According to the WSC AOD Policy: The public display of advertising or promotion of alcoholic beverages in campus buildings or any other public campus area including all college-owned housing areas is prohibited. This includes banners, lighted beer/liquor signs, and large inflatable advertising, etc. (Entities that lease commercial or research property from the college may be excluded. However, the college may include provisions in these leases that will assist in its effort to promote legal and safe use of alcohol and to change the culture that perpetuates alcohol and other drug misuse and abuse.)

- According to the WSC AOD Policy: Alcohol promotional activities, including advertising, shall not be associated with otherwise existing campus events, programs, or campus organizations' functions on or off campus. This includes, but is not limited to, such items as cups, t-shirts, beverage can coolers, and any other items carrying alcohol/beer advertising.
- According to the WSC AOD Policy: Advertising of alcoholic beverages shall not appear in campus controlled or affiliated publications (including campus affiliated Websites). Advertising of establishments that sell alcohol may appear and must adhere to the following guidelines:
 - Advertising of establishments that sell alcohol shall not include brand names, logos, prices, visual images or verbal phrases that refer to consumption of alcoholic beverages.
 - Advertising of establishments that sell alcohol shall not encourage any form of alcohol abuse nor shall it promote alcohol specials such as two for ones, happy hour drink specials, or any ads that encourage rapid and excessive consumption of alcohol.
 - Advertising of establishments that sell alcohol shall not portray drinking as a solution to personal or academic problems or as necessary to social, sexual or academic success.
 - Advertising of establishments that sell alcohol shall not associate consumption of alcoholic beverages with the performance of tasks that require skilled reactions such as the operation of motor vehicles or athletic performance.

6. Campus Housing Contract:

<https://www.willistonstate.edu/Documents/Housing%20Contract%20and%20Application%202018-19%20STP%2018-3-4.pdf>

- The ND State Board of Higher Education prohibits the possession, sale, dispensation, use, or consumption of alcoholic beverages upon land or in buildings owned by the board or its institutions.
- WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, in college vehicles, or at any college affiliated events held on or off-campus, which are sponsored by students, employees, and their respective campus organizations.

7. WSC Tobacco and Smoke Free Campus Procedure – Appendix E

8. Athletic Alcohol and Other Drug Testing Policy

https://wsctetons.com/documents/2016/10/11/2016_2017_Williston_State_Drug_Policy.pdf?&tab=7

9. Employee Assistance Program

<https://www.willistonstate.edu/Documents/Human%20Resources/2018%20Benefits%20at%20a%20Glance.pdf>

B. Enforcement

Develop and enforce AOD campus policies according to local, state, and federal laws.

- **Policy enforcement:** The President has delegated student conduct responsibilities to the Vice President for Student Affairs. The Vice President has assigned the Office of Student Affairs to carry out these functions. In addition, live-in staff and Student Resident Assistants and live-in Head Resident address and report residence hall policy violations. The Director for Residence Life is responsible for reviewing and investigating reported violations and issues sanctions as required. WSC security and WSC contracted security personnel patrol the campus between the hours of 6am and 12am Monday – Saturday and 12pm – 9pm Sunday to assist in enforcing college policies.
- **WSC Parental Notification Policy**
 - WSC’s Student Code of Conduct states, “Parents or guardians of students under 21 may be contacted by a WSC Student Services administrator following alcohol and/or other drug related policy violations.”
- **State and Local Law:** Individuals in the state of North Dakota must be at least 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol including driving under the influence (DUI) and open container. For a first DUI offense, violators are fined at least \$500 and are ordered to have an addiction evaluation. State Law and Williston City Ordinances prohibit driving under the influence of intoxicating liquor or controlled substances. State Law and Williston City Ordinances also prohibit open containers of alcohol in vehicles. It is important to note Williston City Ordinances also prohibit disorderly houses (loud gatherings). For more information on Williston City Ordinances, please see <http://clerkshq.com/default.ashx?clientsite=williston-nd>.
- North Dakota has adopted the Uniform Controlled Substances Act, which restricts the manufacture, transfer, and possession of narcotic drugs and other drugs that have a potential for abuse or that may lead to physical or psychological dependence. It is a Class A felony to manufacture, deliver or possess with intent to manufacture or deliver controlled substances such as methamphetamines or narcotic drugs such as opium or cocaine in North Dakota. Penalties for a Class A felony can be up to 20 years imprisonment and/or \$20,000 fine.
- Possession of drug paraphernalia for marijuana and advertising drug paraphernalia are Class A misdemeanors. Possession of one ounce or less of marijuana is a Class B misdemeanor. Possession of more than one ounce of marijuana is a Class B Felony. Inhaling vapors of a volatile chemical in a manner designed to create intoxication, hallucination or elation is a Class B misdemeanor. Possession of drug paraphernalia for controlled substances other than marijuana is a Class A misdemeanor. Possession of drug paraphernalia for marijuana can be classified as a Class A or Class B misdemeanor. It is a Class A misdemeanor to advertise drug paraphernalia. Class A misdemeanors are punishable up to one year’s imprisonment and/or \$3,000 fine. Class B misdemeanors are

punishable up to 30 days' imprisonment and/or \$1,500 fine. A Class B felony is punishable up to ten years' imprisonment and/or \$20,000 fine. For more information please refer to: <http://www.legis.nd.gov/generalinformation/north-dakota-century-code>.

- “North Dakota Century Code (NDCC 05-01-06.1) (Appendix) establishes that every spouse, child, parent, guardian, employer, or other person who is injured by any obviously intoxicated person has a claim for relief for fault against any person who knowingly disposes, sells, or gives away alcoholic beverages to:
 - A person under twenty-one years of age
 - An incompetent, or
 - An obviously intoxicated personAnd if death ensues, the survivors of the deceased are entitled to damages.”

D. Record of Violations

1. Number of violations observed/reported for each judicial/discipline related policy

Page 22 of WSC's Annual Security and Fire Safety Report

<http://willistonstate.edu/Documents/Housing%20and%20Safety/2017%20Annual%20Security%20and%20Fire%20Safety%20Report%2010-16-18.pdf>

VI. AOD Comprehensive Program /Intervention Inventory & Related Process and Outcomes/Data

A. Community Activities/Initiatives

The following information represents an inventory of community programs and initiatives:

- WSC students, faculty, and staff participate in various community projects including the Salvation Army holiday bell ringing and Angel Tree charity events, a Giving Tree benefit for the Family Crisis Shelter, Easter Egg hunt hosted by Phi Theta Kappa (PTK), community-wide spring clean-up day, and Earth Day celebrations and associated clean-up activities and community parades. WSC also hosts the community Out of the Darkness Walk, Relay for Life, and Trail of Treats.
- The Williston Area Recreation Center located on campus is open from 6am to 10pm Monday through Saturday and 1pm to 9pm Sunday. All full time students have free membership. Facilities include indoor tennis, basketball, track, weights and cardio, waterpark, and lap pools.
- In addition, student facilities are open until 10 p.m. during the week and from 9 a.m.–3 p.m. on the weekends, providing students access to recreational space during the time they are not in class.
- All WSC events, both on and off campus are alcohol free in accordance with SBHE policy 918.

B. WSC Activities/Initiatives

For this report, there were several campus-wide drug and alcohol awareness events and initiatives

- WSC offers alcohol and drug prevention programs which strive to educate students about the risks associated with alcohol use, communicate clear messages about the consequences of underage drinking, and provide a variety of on-campus student programming.
- WSC provides mental health counseling at no cost to currently enrolled students. Personal counseling services offers confidential consultation, brief intervention, access to medication assessments, and referrals. Counseling services works to promote students' academic success while also caring for the student as a whole. Confidentially applies, with some exceptions including risk to harm self, others, child abuse, neglect, and medical emergencies. Counseling services offers students a trained counselor who can offer objective, non-judgmental feedback about student issues. A counselor will ask questions and make observations that may provide new perspectives on concerns, and new ideas on how to solve them. Counseling services creates an interpersonal experience in which students can learn and practice skills necessary to meet their goals. In situations where issues are more long standing, referrals can be made for services in the Williston community or in the student's home community. By appointment, students also have the ability to connect face to face over a TV monitor to two professional counselors on other North Dakota University System campuses.
- Student Life and Residence Life departments consistently plan late night, free events that are open to all students. Events made include, but are not limited to, the following: Dances, hypnotists, magicians, bowling nights, grocery bingo, open mic nights, speakers and lecturers, history symposiums, movie nights, games nights etc.
- All students are encouraged to attend WSC athletics games free of charge. Athletic events include: Basketball, hockey, baseball, volleyball, and softball.

C. Programs for Special Populations

- First-year students: As part of the College Strategies/Transitions curriculum, one class session is dedicated to alcohol and other drugs. During this class, students participate in a norms clarification exercise and discuss the physical and financial effects of AOD use.
- Fall Move-In Day includes a Parent Session. This session is specific to student parents or guardians and provides an overview of the college and its services. The overview includes a comprehensive overview of AOD use, prevention, interventions, college and community resources and services. An open question and answer forum follows the session allowing parents the opportunity to ask specific questions pertaining to AOD or any topic.
- Athletes and Coaches: Prior to the start of the fall semester, the WSC Mental Health Counselor meets with each new head coach to discuss mental health, substance use, and suicide and provides insight into warning signs typical of college students, specifically student athletes. Each coach is also provided with a binder of information, contact numbers, and resources in the community. The

crisis intervention plan is reviewed at this time; coaches are encouraged to consult on situations they are unsure of with the counselor.

D. Individual Based Programs/Interventions

- Short term substance abuse interventions: WSC's campus counselor is available at no cost to currently enrolled students. Personal counseling services offers confidential consultation, brief intervention, access to medication assessments, and referrals. Counseling services works to promote students' academic success while also caring for the student as a whole. Confidentially applies, with some exceptions including risk to harm self, others, child abuse, neglect, and medical emergencies. Counseling services offers students a trained counselor who can offer objective, non-judgmental feedback about student issues. A counselor will ask questions and make observations that may provide new perspectives on concerns, and new ideas on how to solve them. Counseling services creates an interpersonal experience in which students can learn and practice skills necessary to meet their goals. In situations where issues are more long standing, referrals can be made for services in the Williston community or in the student's home community.
- Substance-Free Residence Options: Residence Life aims to host two events per month with the goal of providing students a variety of alternative programs to alcohol-related activities. Residence Life programs encourage involvement of on-campus residents with the majority of events taking place in Frontier Hall. Events range from free movie nights, video games, board games, arts and crafts, community speakers, music and karaoke nights and free dinners.
- WSC's eCHECKUP TO GO alcohol use prevention program strives to educate students about the risks associated with alcohol use, communicate clear messages about the consequences of underage drinking. Although descriptive and statistical information about the College has been provided by Williston State College, the Alcohol eCHECKUP TO GO program is owned, operated, and maintained by the San Diego State University Research Foundation.
- Drug and Alcohol Prevention Program 2016 (DAAP) Appendix I
<https://www.willistonstate.edu/Documents/Student%20Services/WSC%202016-17%20Drug%20and%20Alcohol%20Prevention%20Program.pdf>

E. Group Based Programs/Interventions

- Academic responsibility policies: Students are responsible for academic integrity.
- Instructors may enforce class participation/attendance as they believe appropriate.
- Faculty and staff involvement: WSC has posted and consistent hours for all faculty in order to meet the needs of students.
- WSC has posted and consistent hours for all staff in order to meet the needs of students.
- Alcohol education and prevention efforts address misperceptions of drinking norms: Through Project ND Partners in Prevention, eCHECKUP TO GO is currently being used with all first-year students. E-check up to go is a brief online assessment and feedback tool designed to reduce high-risk drinking among

college students. All first-year students are required to successfully complete a Freshman Seminar/Transitions course, in which they are required to complete the e-check up to go.

- Student leadership promotes positive, healthy norms: Student leaders play an important role on WSC's campus. Student and staff in hall Resident Advisors report to the Director for Residence Life and serve as peer support for residents. 18 student lead organizations engage students and promote co-curricular learning and service. Additionally, student led organizations continue to grow as more students seek to be involved on campus and cultivate their leadership experience.

VII. Alcohol and Other Drug Comprehensive Program Goals and Objectives for Biennium

- **Assessment of AOD Efforts**

NDCORE Drug and Alcohol Survey was developed to measure alcohol and other drug usage, as well as attitudes and perceptions among college students attending two and four-year institutions, nationwide. This survey was administered to North Dakota University System students in 2006, 2008, 2010, 2012, 2014, and 2016 in an attempt to measure drinking and drug use behaviors, this assessment was done as a part of the ND Higher Education Consortium for Substance Abuse Prevention efforts.

- **Maintain EDGAR 86 Compliance**

- Comply with EDGAR 86 (policy distribution and biennial review completion)
- Complete NDHECSAP Part 86 worksheet annually
- Complete NDHECSAP distribution timeline annually

- **Improve data collection practice regarding AOD policy violations and sanctions**

- Solicit ideas and recommendations from other campuses on sanction philosophy.
- Solicit ideas and recommendations from other campuses on sanction reporting practices.
- Maximize use of existing database and implement associated software to consistently track and report violations and sanctions.

- **Continue programming and activities that promote a healthy lifestyle**

- Enhance programming on nights and weekends.
- Develop additional lounge and recreational spaces for students.

- **Involve broader campus community in prevention efforts**

- Strengthen Behavioral Intervention Teams toward awareness, prevention and intervention.
- Enhance campus awareness of AOD issues and sanctions.
- Continue training residence hall staff.
- Mental Health Counselor provides trainings and organizes support groups.

- **Provide consistent support to students**

- Enhance mental health practitioner staff and expertise.
- Continue professional residence hall staff program.
- Explore the establishment of student health services on campus.
- Provide a secure campus by enhancing security technology and services.

VIII. AOD Strengths and Weaknesses

Based on the review of the past two years, the Biennial Review committee noted several areas as strengths and other areas were noted for needing improvement

A. Strengths

- Accessibility & Retention Specialist position added under Student Affairs Division. This position resources primarily with WSC's Counseling Office to address any student retention issue.
- Three Frontier Hall Student Resident Assistants, three live-in Frontier Hall Staff Resident Assistants, one live-in head resident in Nelson Hall, partake in annual comprehensive training including – drug, alcohol, Title IX, student conduct, etc.
- Continuation of AOD information for parents during parent orientation.
- Student activities available every week. Both early and late evening on-campus, alcohol-free activities provided.
- Strong WSC Student Government support for alcohol/drug-free event sponsorship.
- WSC students obtain Williston Area Recreation Center membership at no additional cost to develop healthy exercise and activity habits.
- WSC's small class size and overall small student population helps WSC staff identify students who may be experiencing alcohol and/or drug related issues.
- Fall 2016 implementation of Student Athlete Drug Education and Drug Testing Policy.
- Full-Time Campus Counselor is a Licensed Addiction Counselor for the state of North Dakota. An LAC has the ability to diagnose the full spectrum of substance abuse disorders and perform suicide risk assessments.
- WSC Foundation has provided funding for WSC's counseling office to contract with a private provider in the community who provides psychiatric medication assessments to WSC students at no cost to the student.
- Continued relationship with the ND Higher Education Consortium for Substance Abuse Prevention.
- Strong relationships with local law enforcement agencies and Northwest Human Service Center.
- Policy distribution is consistent and in compliance with EDGAR 86.
- Electronic mail (official) and texting are used as means of student communication allowing for immediate and consistent notification.
- WSC is tobacco/smoke free.
- WSC has improved campus security. 10 exterior lights were added to the Western Star building which assist exterior camera capturing ability.
- Through the NDUS Mental Health Task Force, WSC students can access individual therapy from personal computers. The agreement between Northern Prairie Counseling Clinical and the NDUS allows NDUS students access to doctoral and master level counselors located at UND.

Students can receive counseling via their computer in the evenings and on weekends.

B. Weaknesses

- Comprehensive student health services are not currently available on campus.
- Funding is not currently available for 24-hour campus security personnel.
- Region and community lack external, specialized health and mental health referral services.
- WSC Residence Life has experienced both student and staff RA Turnover. Onboarding and comprehensive training can be difficult with many new staff members lacking situational experience.

C. Recommendations for the next biennium

- Additional funding for security personnel to patrol campus during non-business hours, large events, weekends, and holidays.
- Potential for additional sharing opportunities about AOD student use and policies with faculty and staff during in-service week.
- Exploring transportation for WSC students for off-campus appointments/care.
- WSC exploring idea of a Health and Wellness living community in Frontier Hall where like-students could pledge sober living, gain support from similar students, and start a counselor led support group for students in recovery.
- Mental Health Counselor exploring the possibility of having an addiction counselor trainee who will serve students and employees by providing trainings and resources.
- SBIRT – The Day of Prevention initiative presented by Governor Burgum encouraged the use of Screening, Brief Intervention, and Referral for Treatment (SBIRT) for substance abuse interventions. WSC has several staff who are willing to attend SBIRT training if it becomes available.
- WSC is exploring funding to add Tobacco e-checkup and Marijuana e-checkup to go to be used as a prevention and intervention tool.

Conclusion

Recommendations for revising AOD programs

- WSC will continue to increase the use of evidence-based prevention strategies to address high-risk alcohol and other drug use.
- Specific goals can be found above in the section titled ‘Statement of AOD Program Goals & Discussion of Goal Achievement.’ These goals are considered recommendations to improve WSC prevention strategies.

Appendix A

North Dakota Century Code

TITLE 5 ALCOHOLIC BEVERAGES CHAPTER 5-01 GENERAL PROVISIONS

5-01-01. Definitions.

In this title:

1. "Alcohol" means neutral spirits distilled at or above one hundred ninety degrees proof, whether or not such product is subsequently reduced, for nonindustrial use.
2. "Alcoholic beverages" means any liquid suitable for drinking by human beings, which contains one-half of one percent or more of alcohol by volume.
3. "Beer" means any malt beverage containing one-half of one percent or more of alcohol by volume.
4. "Bottle or can" means any container, regardless of the material from which made, having a capacity less than a bulk container for use for the sale of malt beverages at retail.
5. "Direct shipper" means a person that is licensed by the commissioner and ships or causes to be shipped alcoholic beverages directly into this state to a consumer for the consumer's personal use and not for resale.
6. "Distilled spirits" means any alcoholic beverage that is not beer, wine, sparkling wine, or alcohol.
7. "In bulk" means in containers having a capacity not less than one-sixth barrel for use for the sale of malt beverages at retail.
8. "Licensed alcohol carrier" means a person licensed to transport or deliver alcoholic beverages to a consumer without first having the alcoholic beverage delivered through a wholesaler licensed in this state.
9. "Licensed logistics shipper" means a person that provides fulfillment house services, including warehousing, packaging, distribution, order processing, or shipment of alcoholic beverages on behalf of a licensed direct shipper and by way of a licensed alcohol carrier.
10. "Licensed premises" means the premises on which beer, liquor, or alcoholic beverages are normally sold or dispensed and must be delineated by diagram or blueprint which must be included with the license application or the license renewal application.
11. "Liquor" means any alcoholic beverage except beer.
12. "Local governing body" means the governing entity of a city, county, or federally recognized Indian tribe in this state.
13. "Local license" means a city, county, or tribal retail alcoholic beverage license issued by the appropriate local governing body.
14. "Microbrew pub" means a brewer that brews ten thousand or fewer barrels of beer per year and sells beer produced or manufactured on the premises for consumption on or off the premises or serves beer produced or manufactured on the premises for purposes of sampling the beer.
15. "Organization" means a domestic or foreign corporation, general partnership, limited partnership, or limited liability company.

16. "Sparkling wine" means wine made effervescent with carbon dioxide.
17. "Supplier" means an alcoholic beverage manufacturer, importer, marketer, or wholesaler selling alcoholic beverages to a wholesaler licensed in this state for purposes of resale.
18. "Tribal licensee" means a person issued a local license by the governing body of a federally recognized Indian tribe in this state for the retail sale of alcoholic beverages within the exterior tribal reservation boundaries.
19. "Twenty-one years of age" means it is after eight a.m. on the date twenty-one years after a person's date of birth.

5-01-06.1. Claim for relief for fault resulting from intoxication.

1. Every spouse, child, parent, guardian, employer, or other individual who is injured by any obviously intoxicated individual has a claim for relief for fault under section 32-03.2-02 against any person who knowingly disposes, sells, barter, or gives away alcoholic beverages to an individual under twenty-one years of age or to an incompetent or an obviously intoxicated individual, and if death ensues, the survivors of the decedent are entitled to damages defined in section 32-21-02. If a retail licensee is found liable under this section and exemplary damages are sought, the finder of fact may consider as a mitigating factor that the licensee provided to an employee alcohol server training that addressed intoxication, drunk driving, and underage drinking.
2. If a retail licensee provided to an employee alcohol server training that addresses intoxication, drunk driving, and underage drinking, a person with a claim for relief under this section may not use the fact that the retail licensee provided this training to prove culpability.
3. A claim for relief under this section may not be had on behalf of the intoxicated individual nor on behalf of the intoxicated individual's estate or personal representatives, nor may a claim for relief be had on behalf of an adult passenger in an automobile driven by an intoxicated individual or on behalf of the passenger's estate or personal representatives.

5-01-08. Individuals under twenty-one years of age prohibited from using alcoholic beverages or entering licensed premises - Penalty.

1. Except as permitted in this section and section 5-02-06, an individual under twenty-one years of age may not manufacture or attempt to manufacture, purchase or attempt to purchase, consume or have recently consumed other than during a religious service, be under the influence of, be in possession of, or furnish money to any individual for the purchase of an alcoholic beverage.
2. An individual under twenty-one years of age may not enter any licensed premises where alcoholic beverages are being sold or displayed, except:
 - a. A restaurant if accompanied by a parent or legal guardian;
 - b. In accordance with section 5-02-06;
 - c. If the individual is an independent contractor or the independent contractor's employee engaged in contract work and is not engaged in selling, dispensing, delivering, or consuming alcoholic beverages;
 - d. If the individual is a law enforcement officer or other public official who enters the premises in the performance of official duty; or
 - e. If the individual enters the premises for training, education, or research purposes under the supervision of an individual twenty-one or more years of age with prior notification of the local licensing authority.

3. A violation of this section is a class B misdemeanor. For a violation of subsection 2, the court also shall sentence a violator to alcohol and drug education.
4. The court, under this section, may refer the individual to an outpatient addiction facility licensed by the department of human services for evaluation and appropriate counseling or treatment.
5. The offense of consumption occurs in the county of consumption or the county where the offender is arrested.
6. An individual under twenty-one years of age is immune from criminal prosecution under this section if that individual contacted law enforcement or emergency medical services and reported that another individual under twenty-one years of age was in need of medical assistance due to alcohol consumption, provided assistance to the individual in need of medical assistance until assistance arrived and remained on the scene, or was the individual in need of medical assistance and cooperated with medical assistance and law enforcement personnel on the scene. The maximum number of individuals that may be immune for any one occurrence is five individuals.

5-02-06. Prohibitions for individuals under twenty-one years of age - Penalty - Exceptions.

1. Except as permitted in this section, a licensee who dispenses alcoholic beverages to an individual under twenty-one years of age, or who permits an individual under twenty-one years of age to remain on the licensed premises while alcoholic beverages are being sold or displayed, is guilty of a class A misdemeanor, subject to sections 5-01-08, 5-01-08.1, and 5-01-08.2.
2. An individual under twenty-one years of age may enter and remain on a licensed premises while alcohol is being sold or displayed, at the discretion of the owner of the licensed premises, if:
 - a. The individual is accompanied by a parent or guardian who is twenty-one years of age or older. For purposes of this section, "guardian" means an individual who has the legal responsibility for the health and well-being of the individual under twenty-one years of age;
 - b. The individual is on the premises to consume a meal or in an emergency situation;
 - c. The premises serves at a tabletop, food that is prepared in a kitchen with at least an indoor grill;
 - d. The individual is not on the licensed premises after ten p.m.; and
 - e. The owner of the licensed premises receives permission of the local licensing authority for individuals to be on the premises as allowed under this section and the licensed premises is located in a city with a population of one thousand five hundred or fewer people, or the licensed premises is not located in a city.
3. An individual under twenty-one years of age may not remain in a restaurant where alcoholic beverages are being sold except if the restaurant is separated from the room in which alcoholic beverages are opened or mixed and gross sales of food are at least equal to gross sales of alcoholic beverages which are consumed in the dining area, or if the individual is employed by the restaurant as a food waiter, food waitress, busboy, or busgirl under the direct supervision of an individual twenty-one or more years of age and is not engaged in the sale, dispensing, delivery, or consumption of alcoholic beverages.
4. An individual under twenty-one years of age may enter and remain on the licensed premises if the individual is an independent contractor or the independent contractor's employee engaged in contract work and is not engaged in selling, dispensing, delivering, or consuming alcoholic beverages; if the individual is a law enforcement officer or other public official who enters the

premises in the performance of official duty; or if the individual enters the licensed premises for training, education, or research purposes under the supervision of an individual twenty-one or more years of age with prior notification of the local licensing authority.

5. An individual under twenty-one years of age may remain in an area of a site where beer, wine, or sparkling wine is sold in accordance with the conditions of an event permit issued pursuant to section 5-02-01.1.

6. An individual who is eighteen years of age or older but under twenty-one years of age may be employed by a restaurant as provided in subsection 2 to serve and collect money for alcoholic beverages, if the individual is under the direct supervision of an individual twenty-one or more years of age, but may not be engaged in mixing, dispensing, or consuming alcoholic beverages. Any establishment where alcoholic beverages are sold may employ individuals from eighteen to twenty-one years of age to work in the capacity of musicians under the direct supervision of an individual twenty-one or more years of age.

7. For purposes of this section, an individual is not twenty-one years of age until eight a.m. on that individual's twenty-first birthday.

8. If an individual is convicted of this section, the court shall consider the following in mitigation:

a. After consuming the alcohol, the underage individual was in need of medical assistance as a result of consuming alcohol; and

b. Within twelve hours after the underage individual consumed the alcohol, the defendant contacted law enforcement or emergency medical personnel to report that the underage individual was in need of medical assistance as a result of consuming alcohol.

Appendix B

WSC ALCOHOL & DRUG POLICY¹

Philosophy

WSC has a genuine caring concern for its people and for the community it serves. For this reason, the campus is committed to maintaining an academic and social environment that is conducive to the intellectual and personal development and to the safety and welfare of all members of the college community.

(Some information has been adapted from North Dakota State University's "Alcohol and Other Drugs: Risks, Policies, and the Law for Students and Employees")

The misuse and abuse of alcohol and other drugs represents a major health problem in the United States today and poses a serious threat to health and welfare of the WSC Community.

This policy applies to all WSC students and employees, as well as campus visitors.

Policy Distribution and Notification

In accordance with the 1989 amendments to the Drug-Free Schools and Communities Act, as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86 (Drug Free Schools and Campuses Regulations), this policy will be distributed to all students and WSC employees each year. For more information on policy notification procedures, please contact the Vice President for Student Affairs at (701) 774-4585.

State Board of Higher Education and WSC Policy

The State Board of Higher Education prohibits the possession, sale, dispensation, use or consumption of alcoholic beverages upon land or in buildings owned by the board or its institutions. Exceptions may include the lawful possession of alcohol in family student residences, on-campus professional staff residences, fraternities and sororities (in certain circumstances), the President's residence and other special exceptions as granted by the President or the President's designee. For the complete State Board of Higher Education policy, please refer to [SBHE Policy 918 Alcoholic Beverages](#). For an electronic copy of this policy, go to: WSC Student Code of Conduct.

WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, college vehicles or at any college affiliated events held on- or off-campus, sponsored by students, employees and their respective campus organizations. For WSC employees, compliance with this policy is a term and condition of employment. For WSC students and student organizations, compliance with this policy is a term and condition of continued enrollment/organizational registration.

Health Risks of Alcohol and Other Substances

¹ Some information has been adapted from North Dakota State University's "Alcohol and Other Drugs: Risks, Policies, and the Law for Students and Employees"

This section lists the most commonly misused drugs and their effects. This is meant to be an overview and is not an exhaustive list.

Alcohol

Alcohol consumption causes a number of impairments including changes in behavior and normal body function. Even low doses significantly impair judgment, coordination and mental function therefore increasing the risks of accidents and injuries. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses taken acutely can cause respiratory depression and even death. Statistics show that alcohol use is involved in a majority of violent behaviors on college campuses, including acquaintance rape, vandalism and fights. Additional consequences include DUI arrests and serious or fatal car crashes. Continued abuse may lead to dependency that can cause permanent damage to vital organs and deterioration of a healthy lifestyle.

Amphetamines

Amphetamines can cause a rapid or irregular heartbeat, tremors, convulsions, loss of coordination, collapse and death. Heavy users are prone to irrational acts.

Cannabis (marijuana, hashish)

The use of marijuana may impair or reduce short-term memory and comprehension, alter sense of time and reduce coordination and energy levels. Users often have a lowered immune system and an increased risk of lung cancer. The active ingredient in marijuana, THC, is stored in the fatty tissues of the brain and reproductive system for a minimum of 28 to 30 days.

Club Drugs

Club drugs, e.g. MDMA (Ecstasy), Rohypnol, GHB, LSD, methamphetamine and others are used at all-night parties such as trances or raves, dance clubs and bars. These party drugs, particularly when mixed with alcohol, can cause serious health problems, injuries or even death.

Cocaine/Crack

Cocaine users often have a stuffy, runny nose and may have a perforated nasal septum. The immediate effects of cocaine use include dilated pupils and elevated blood pressure, heart rate, respiratory rate and body temperature, followed by depression. Crack, or freebase rock cocaine, is extremely addictive and can cause delirium, hallucinations, blurred vision, severe chest pain, muscle spasms, convulsions and even death.

Hallucinogens

Lysergic acid (LSD), mescaline and psilocybin cause illusions and hallucinations. The user may experience panic, confusion, suspicion, anxiety and loss of control. Delayed effects, or flashbacks, can occur even when use has ceased. Phencyclidine (PCP) affects the section of the brain that controls the intellect and keeps instincts in check. Because the drug blocks pain receptors, PCP episodes may result in self-inflicted injuries, violence and aggressive behavior toward others.

Heroin

Heroin is an opiate drug that causes the body to have diminished pain reactions. Overdoses of this highly addictive drug can result in coma or death due to respiratory failure or cardiovascular collapse.

To find out more about these commonly abused agents and other substances of abuse not listed here, please refer to Commonly Abused Drug Chart at the drugabuse.gov website.

Referrals for Counseling and/or Treatment Services

Alcohol and/or other drug counseling treatment may be arranged through the WSC Mental Health Counseling Office by calling (701) 774-4212 or by calling Northwest Human Services Center (701) 774-4600 or <http://www.nd.gov/dhs/locations/regionalhsc/northwest/index.html>.

Alcohol Purchasing and Sale

Unless otherwise authorized by the College President, the use of alcoholic beverages during all events held on the WSC campus is strictly forbidden (including concerts, theatrical performances, athletics events, workshops, etc.).

Students and employees and their respective campus organizations may not use organizational or public funds (including general and special funds) for the purchase of alcoholic beverages.

Sale of alcoholic beverages by students, employees and their respective campus organizations is strictly forbidden. This is to include any action that can be remotely construed as alcohol sale such as charging admission to parties, passing the hat, selling empty cups, selling drink tickets, etc.

Off-campus activities conducted by students, employees and their respective campus organizations shall not encourage excessive and/or rapid consumption of alcoholic beverages. The use of alcohol at any such events is expected to be lawful and low-risk.

Registered student organizations planning off campus events at which alcohol will be present must complete and file the WSC Event Risk Management Planning Notification Form with the Vice President for Student Affairs.

When planning an off-campus, work-related event where alcohol will be present, employees with questions about low-risk guidelines should contact the Director for Human Resources at (701) 774-4204.

Alcoholic beverages shall not be used as awards or prizes in connection with events or activities sponsored by students, employees and their respective campus organizations, on or off campus.

Alcohol and/or Other Drug Advertising

The public display of advertising or the promotion of alcoholic beverages in campus buildings or any other public campus area including all college owned housing areas is prohibited. This includes banners, lighted beer/liquor signs and large inflatable advertising, etc. (Entities that lease commercial or research property from the college may be excluded. However, the college may in these leases include provisions that will assist in its effort to promote the legal and safe

use of alcohol and to change the culture that perpetuates alcohol and other drug misuse and abuse.)

Alcohol promotional activities including advertising shall not be associated with otherwise existing campus events, programs or campus organizations functions on or off campus. This includes, but is not limited to, such items as: cups, t-shirts, beverage can coolers and any other items carrying alcohol/beer advertising.

Advertising of alcoholic beverages shall not appear in campus controlled or affiliated publications (including campus affiliated websites). Advertising of establishments that sell alcohol may appear and must adhere to the following guidelines:

1. Advertising of establishments that sell alcohol shall not include brand names, logos, prices, visual images or verbal phrases that refer to consumption of alcoholic beverages.
2. Advertising of establishments that sell alcohol shall not encourage any form of alcohol abuse nor shall it promote alcohol specials such as two for ones, happy hour drink specials or any ads that encourage rapid and excessive consumption of alcohol.

Advertising of establishments that sell alcohol shall not portray drinking as a solution to personal or academic problems or as necessary to social, sexual or academic success.

Advertising of establishments that sell alcohol shall not associate consumption of alcoholic beverages with the performance of tasks that require skilled reactions such as the operation of motor vehicles or athletic performance.

Campus and Legal Sanctions

When students, student organizations or employees violate college alcohol policy, they will be subject to campus sanctions. The campus sanctions process may proceed before, during or after any civil or criminal proceedings. Since the campus sanctions are educational and/or managerial in nature, and not criminal proceedings, such simultaneous actions do not constitute double jeopardy and differing judgments may result.

Students may be subject to on campus sanctions for off campus alcohol/drug related behavior. The campus may receive reports regarding students from law enforcement and other agencies in the form of summons to court, reports of loud parties, minor in possession/minor consuming/under the influence, driving under the influence of alcohol/drugs or other similar alcohol and other drug violations.

Student Sanctions

Students found in violation of the WSC Alcohol & Other Drug Policy (on or off campus) may be subject to one or more of the following sanctions:

1. Monetary fine;
2. Community service hours;
3. Required completion of an online educational program (e-Checkup) through the WSC Student Services Office;

4. Required participation in a community education program conducted by WSC staff;
5. Substance abuse evaluation and compliance with subsequent treatment/intervention as may be indicated;
6. Parental notification;
7. Eviction from college housing for students living on campus; and/or
8. Suspension or dismissal from WSC.

Failure to complete sanctions within a reasonable amount of time may result in assessment of additional sanctions, a registration and/or graduation hold being placed on the student's account or suspension.

Sanctions for Alcohol and Other Drug Violations in Classrooms, Shops or Labs

Students arriving to class chemically impaired will be held to the same standards as those defined above. The following additional sanctions may also be imposed.

1. Exclusion from the class for a designated period of time to be determined by the faculty member in consultation with the division dean and/or Vice President of Student Affairs; and/or
2. Expulsion (permanent removal) from the class.

Parental Notification

Parents or guardians of students under the age of 21 may be contacted by a WSC Student Affairs administrator following alcohol and/or other drug related policy violations.

Student Organizations

Student organizations found in violation of city or state laws and college regulations involving the use or possession of alcohol/drugs are also subject to disciplinary action. In general, disciplinary penalties for student organizations are the same as those listed for individual students. However, it is possible that an offending student organization may be denied recognition or affiliation with the college as part of the disciplinary action. Advisors are expected to conduct themselves in accordance with college employee alcohol/other drug policy and policies when involved in any capacity (on and off campus) with student organizations, field trips and other related academic activities.

Employee Sanctions

As stated in SBHE policy 918, WSC employees shall not arrive to or be at work, during normal work hours or other times when required to be at work, while under the influence of alcoholic beverages or as a result of the unlawful use of a controlled substance.

Any employee found in violation of the Alcohol and Other Drug Policy by his or her supervisor(s) will be reported to the Human Resources Manager for consultation prior to action.

If an employee is convicted of violating any alcohol or other drug related statute while in the workplace, college sanctions may include:

1. Requiring the employee to participate in a drug assistance or rehabilitation program approved by the campus; and/or
2. Disciplinary action for a violation of campus alcohol or drug policy up to and including termination of employment. Disciplinary action may include one or more of the following.
 - (a) Warning, reprimand or probationary status;
 - (b) Ineligibility to receive the next available annual salary increase;
 - (c) Suspension without pay for up to five days;
 - (d) Termination of employment; or
 - (e) Any combination of the above sanctions.

NOTE: These sanctions need not necessarily be applied in numerical sequence. Any sanction may be chosen from this list for any offense, dependent upon its severity. Referral for prosecution also may be a result of any criminal violations.

Financial Aid Eligibility

A federal or state drug conviction can disqualify a student from receiving federal financial aid funds. The conviction must have occurred during a period of enrollment for which the student was receiving Title IV aid (i.e., Federal Pell Grant, Federal Perkins Loan, Federal Stafford Loan, etc.). Depending on whether the conviction was for sale or possession and if the student has previous offenses, the period of ineligibility can range from one year to an indefinite period. The student regains eligibility the day after the period of ineligibility ends or the student successfully completes a qualified drug rehabilitation program as defined in the Higher Education Amendments.

Local and State Law

Individuals in the state of North Dakota must be at least 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol including driving under the influence (DUI) and open container. For a first DUI offense, violators are fined at least \$500 and are ordered to have an addiction evaluation. State Law and Williston City Ordinances prohibit driving under the influence of intoxicating liquor or controlled substances. State Law and Williston City Ordinances also prohibit open containers of alcohol in vehicles. It is important to note Williston City Ordinances also prohibit disorderly houses (loud gatherings). For more information on Williston City Ordinances, please see <http://clerkshq.com/default.ashx?clientsite=williston-nd>.

North Dakota has adopted the Uniform Controlled Substances Act, which restricts the manufacture, transfer and possession of narcotic drugs and other drugs that have a potential for abuse or that may lead to physical or psychological dependence. It is a Class A felony to manufacture, deliver or possess with intent to manufacture or deliver controlled substances such as methamphetamines or narcotic drugs such as opium or cocaine in North Dakota. Penalties for a Class A felony can be up to 20 years imprisonment and/or \$20,000 fine.

Possession of drug paraphernalia for marijuana and advertising drug paraphernalia are Class A misdemeanors. Possession of one ounce or less of marijuana is a Class B misdemeanor. Possession of more than one ounce of marijuana is a Class B Felony. Inhaling vapors of a volatile chemical in a manner designed to create intoxication, hallucination or elation is a Class B misdemeanor. Possession of drug paraphernalia for controlled substances other than marijuana is a Class A misdemeanor. Possession of drug paraphernalia for marijuana can be classified as a Class A or Class B misdemeanor. It is a Class A misdemeanor to advertise drug paraphernalia. Class A misdemeanors are punishable up to one year's imprisonment and/or \$3,000 fine. Class B misdemeanors are punishable up to 30 days' imprisonment and/or \$1,500 fine. A Class B felony is punishable up to ten years' imprisonment and/or \$20,000 fine.

For more information please refer to: <http://www.legis.nd.gov/generalinformation/north-dakota-century-code>.

Federal Law

Federal law provides criminal and civil penalties for unlawful possession or distribution of drugs and alcohol. Please refer to [http://www.deadiversion.usdoj.gov/21cfr/21u sc/index.html](http://www.deadiversion.usdoj.gov/21cfr/21u%20sc/index.html) for details on federal trafficking penalties for controlled substance violations. Among incarceration and/or fines, there are federal laws allowing the forfeiture of property used in possession or to facilitate possession of a controlled substance. This could include homes, vehicles, boats, aircrafts and any other personal or real property. Fines could range up in the millions of dollars. One becomes ineligible to possess firearms and to receive federal benefits such as student loans and grants.

Appendix C

WSC Alcohol and Other Drug Policy

Distribution Rationale and Plan

Policy Distribution and Notification

In accordance with the 1989 amendments to the Drug-Free Schools and Communities Act, as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86 (Drug Free Schools and Campuses Regulations) each year WSC attempts to ensure every student, faculty member and staff person is informed about WSC's alcohol and other drug policies.

An e-mail including the full text of the policy is sent out annually over the official student, faculty and staff listservs regarding the policies and where they can be found². For the small percentage of students and employees without email addresses, an attempt is made to mail a paper copy of the policy.

Paper copies of the policies are also available in the Student Services Office, Stevens Hall. For more information on policy notification procedures, please contact the Executive Director for Student Services at (701) 774-4585.

WSC AOD Policy Distribution Timeline		
Date	Action	Responsibility
By 10/1 of calendar year	Email notification sent to all students containing 'WSC Alcohol and Other Drug Policy.'	Vice President for Student Affairs
By 10/1 of calendar year	Email notification sent to all WSC employees containing 'WSC Alcohol and Other Drug Policy.'	Director for Human Resources

² As stated in WSC Policy: "Upon enrollment at WSC, every student is issued an official WSC email address. This college email address is considered the official means of communication, and will be used for all notices, general bulletins, and other communications, including mandated provision of consumer information. WSC exercises the right to send e-mail communication to students and expects that e-mail communication is received and read by students in a timely manner."

Appendix D

ND University System Part 86 Compliance Checklist

WILLISTON STATE COLLEGE

ND University System Part 86 Compliance Checklist

Part 86, Drug-Free Schools and Campuses Regulations Compliance Checklist 2016

1. Does the institution maintain a copy of its drug prevention program? Yes ☒ No ☐
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 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 employees, and a description of those sanctions
Students: Yes ☒ No ☐ Staff and Faculty: Yes ☒ No ☐
3. Are the above materials distributed to students in one of the following ways?
 - a. Mailed to each student (separately or included in another mailing)
Yes ☐ No ☒
 - b. Through campus post offices boxes
Yes ☐ No ☒
 - c. Class schedules which are mailed to each student
Yes ☐ No ☒
 - d. During freshman orientation
Yes ☒ No ☐

- e. **During new student orientation**
Yes ☒ No ☐
- f. **In another manner (*describe*)**
Yes ☒ No ☐
4. **Does the means of distribution provide reasonable assurance that each student receives the materials annually?**
Yes ☒ No ☐
5. **Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution?**
Yes ☒ No ☐
6. **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*)**
7. **Does the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually?**
Staff: Yes ☒ No ☐ Faculty: Yes ☒ No ☐
8. **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 ☐
9. **In what ways does the institution conduct biennial reviews of its drug 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 ☒

10. Who is responsible for conducting these biennial reviews?

Complete detailed response listed below.

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

Yes ☒ No ☐

12. Where is the biennial review documentation located?

1. If yes, where is it located? Name the office or offices that is responsible for completing the Biennial Review.

The Vice President for Student Affairs is responsible for completing WSC's biennial review and WSC's Alcohol and other Drug Prevention Program. A copy of WSC's Alcohol and other Drug Prevention Program is available in the Student Affairs Office, Williston State College, 1410 University Avenue, Steven's Hall Office 105E, Williston, ND 58801. It can also be found online at:

<http://www.willistonstate.edu/Current-Students/Student-Services/Alcohol-and-Other-Drug-Abuse-Prevention-Programs.html>

2. a. Insert the excerpt from your policy where this is addressed. If faculty/staff is different from students – please list both.

A. Students

WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, in college vehicles, or at any college affiliated events held on or off-campus, which are sponsored by students, employees and their respective campus organizations. For WSC employees, compliance with this policy is a term and condition of employment. For WSC students and student organizations, compliance with this policy is a term and condition of continued enrollment/organizational registration.

B. Employees

Williston State College policy prohibits the abuse of alcohol or use of illegal drugs, as well as reporting for work or engaging in work or other College-related activities under the influence of alcohol or illegal drugs. Behaviors which suggest alcohol/drug abuse include (but are not limited to) the following:

1. Repeated accidents (on or off campus)
2. Repeated illness absences
3. Chronic lateness or early departures
4. Significantly diminished task performance (with no other explanation)
5. Odor of alcohol, slurred speech, unsteady gait, disorientation, paranoia, hallucinations, and other physical signs of impaired function, not caused by a known medical condition

b. *Insert the excerpt from your policy where this is addressed. If faculty/staff is different from students – please list both.*

There are many known health risks associated with the use of alcohol and drugs. The health risks range from decreased reaction time and motor coordination to more severe risks of cancer, heart attacks, and even death. More information can be found by using the links below.

<http://niaaa.nih.gov/alcohol-health/alcohols-effects-body>

<http://www.dea.gov/druginfo/factsheets.shtml>

<http://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts>

c. *Insert the excerpt from your policy where this is addressed. If faculty/staff is different from students – please list both.*

A. Federal

Federal law provides criminal and civil penalties for unlawful possession or distribution of drugs and alcohol. Please refer to <http://www.dea.gov/diversion.usdoj.gov/21cfr/21usc/index.html> for details on federal trafficking penalties for controlled substance violations. Among incarceration and/or fines, there are federal laws allowing the forfeiture of property used in possession or to facilitate possession of a controlled substance. This could include homes, vehicles, boats, aircrafts and any other personal or real property. Fines could range up in the millions of dollars. One becomes ineligible to possess firearms and to receive federal benefits such as student loans and grants.

B. State and Local Law

Individuals in the state of North Dakota must be at least 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol including driving under the influence (DUI) and open container. For a first DUI offense, violators are fined at least \$500 and are ordered to have an addiction evaluation. State Law and Williston City Ordinances prohibit driving under the influence of intoxicating liquor or controlled substances. State Law and Williston City Ordinances also prohibit open containers of alcohol in vehicles. It is important to note Williston City Ordinances also prohibit disorderly houses (loud gatherings). For more information on Williston City Ordinances, please see <http://clerkshq.com/default.ashx?clientsite=williston-nd>.

North Dakota has adopted the Uniform Controlled Substances Act, which restricts the manufacture, transfer and possession of narcotic drugs and other drugs that have a potential for abuse or that may

lead to physical or psychological dependence. It is a Class A felony to manufacture, deliver or possess with intent to manufacture or deliver controlled substances such as methamphetamines or narcotic drugs such as opium or cocaine in North Dakota. Penalties for a Class A felony can be up to 20 years imprisonment and/or \$20,000 fine.

Possession of drug paraphernalia for marijuana and advertising drug paraphernalia are Class A misdemeanors. Possession of one ounce or less of marijuana is a Class B misdemeanor. Possession of more than one ounce of marijuana is a Class B Felony. Inhaling vapors of a volatile chemical in a manner designed to create intoxication, hallucination or elation is a Class B misdemeanor. Possession of drug paraphernalia for controlled substances other than marijuana is a Class A misdemeanor. Possession of drug paraphernalia for marijuana can be classified as a Class A or Class B misdemeanor. It is a Class A misdemeanor to advertise drug paraphernalia. Class A misdemeanors are punishable up to one year's imprisonment and/or \$3,000 fine. Class B misdemeanors are punishable up to 30 days' imprisonment and/or \$1,500 fine. A Class B felony is punishable up to ten years' imprisonment and/or \$20,000 fine. For more information please refer to: <http://www.legis.nd.gov/generalinformation/north-dakota-century-code>.

- d. *Insert the excerpt from your policy where this is addressed. If faculty/staff is different from students – please list both.*

A. Currently Enrolled Students

WSC's offers alcohol and drug prevention programs which strive to educate students about the risks associated with alcohol use, communicate clear messages about the consequences of underage drinking, and provide a variety of on-campus student programming.

Williston State College offers mental health counseling services for free to students currently enrolled. Personal counseling services provide confidential consultation, brief short term intervention, and referrals. The goal of counseling services is to help students return to their normal functioning as soon as possible. The mental health counseling team consists of three professional counselors. The primary counselor is located on the WSC Campus. WSC also utilizes tele-med services to connect WSC students to two professional counselors on other North Dakota University System campuses.

B. Employees

The following program is available for employees at Williston State College:

CHI St. Alexius Health has been in the forefront of providing Employee Assistance Program (EAP) services to public and private organizations since 1982. Our goal is to provide your organization with cost-savings and increased productivity and to provide services to employees who may be experiencing personal, emotional or work-related problems.

EAP provides a variety of services and educational benefits to all employees in your organization. Some of these include:

- 24/7 crisis line staffed by EAP counselors
- Chemical dependency evaluations and education
- Crisis intervention
- Supervisory training and employee orientation
- Informational brochures
- Policy and program development

- Professional and management development education and training
- Referrals for job performance
- Bi-monthly professional and supervisory newsletters
- Unlimited management consultations
- Quarterly utilization reports
- Free training through our Enhancing Excellence Series
- Assistance with emotional and behavioral, work-related, marital and family, financial and alcohol and drug-related concerns

e. *Insert the excerpt from your policy where this is addressed. If faculty/staff is different from students – please list both.*

A. Currently Enrolled Students

When a currently enrolled student violates the Student Code of Conduct, appropriate sanctions will be imposed. These may include, but are not limited to:

- Consultation
- Referral to special classes or counseling sessions
- Restitution and/or fines
- Parental notification
- Verbal and/or written warning that continuation or repetition of prohibited conduct may be the cause for more severe disciplinary action
- Prohibition from serving in elected positions in campus clubs and/or organizations
- Probation: an indication that further violations may result in suspension or expulsion
- Eviction from college-owned housing
- Suspension: temporary withdrawal of enrollment from WSC for a specified period of time
- Expulsion: termination of student enrollment for an indefinite period of time

Sanctions are administered on a case by case basis, taking into consideration the unique facts and/or mitigating or aggravating circumstances presented. The ultimate goal of the sanction is to reinforce Williston State College's commitment to a positive and safe learning environment consistent with acceptable social standards, and in accordance with federal, state and local laws.

B. Employees

An employee who is convicted of violation of any federal or state criminal drug law for conduct in the workplace must notify his/her supervisor of the conviction within five days of the conviction. A conviction means a finding of guilt (including a plea of guilty or nolo contendere or its equivalent) or the imposition of a sentence. Within 24 hours of receiving notice of a conviction, the supervisor must notify the institution's or system's human resource officer. Each new employee, at the time of hiring, shall receive a copy of the State Board of Higher Education (SBHE) policy 615, and this procedure and acknowledge in writing that the employee has received and reviewed the policy and procedure. Institutions and the university system office shall document on an annual basis that each benefited employee has received a copy of SBHE Policy 615 and this procedure. This may be done as part of an annual evaluation, in-service training, electronically, or other appropriate procedure. Any employee who violates SBHE Policy 615 or this procedure is subject to disciplinary action up to and including termination.

3. a. *Describe how you attempt to get the policy to ALL of your students.*

- b. *If you do utilize your campus post office boxes, describe how students are assigned them and required to check them (e.g. Campus Mailboxes are the official means of communication.*

NA

- c. *If your campus mails class schedules describe here; if you do not mail them to students but make class schedules available to students, describe here; if you do not mail them but a summary is provided in the class schedule, describe here.*

NA

- d. *Describe how the AOD policies are talked about during orientation sessions.*

New freshman and other incoming students are required to complete a new student experience course that serves as an orientation and is a graduation requirement. The course covers WSC Alcohol and Other Drug policies, intervention and assistance programming as well as student surveys and trainings.

- e. *Describe how the AOD policies are talked about with transfer students during advising and/or orientation sessions.*

New freshman and other incoming students are required to complete a new student experience course that serves as an orientation and is a graduation requirement. The course covers WSC Alcohol and Other Drug policies, intervention and assistance programming as well as student surveys and trainings.

- f. *This is where you can describe your other way of notifying students (e.g. e-mail: "Each student receives an e-mail from the PERSON, this e-mail contains the full text of the CAMPUS Drug and Alcohol Policy. This e-mail is sent out mid-fall semester, early spring semester and the beginning of the summer semester.")*

A. Student Notification

Notification of the information contained in the Alcohol and other Drug Prevention Program is distributed by the Vice President for Student Affairs to all currently enrolled students via WSC email on or before October 1st of each year.

B. Employee Notification

Notification of the information contained in the Alcohol and other Drug Prevention Program is distributed by the Director for Human Resources to all current employees of the college via WSC email on or before October 1st of each year.

- 4. *This is where you should describe the policies the ensure students receive the policy annually (for example: "Once a student is admitted to INSTIUTION, they are given an official INSTUTION E-MAIL ADDRESS/MAILBOX/ACCOUNT. This E-MAIL ADDRESS/MAILBOX/ACCOUNT is used for all official communication by the University with that student." You should copy the policy here and reference the number/location.*

Upon enrollment at WSC, every student is issued an official Williston State College email address. This college email address is considered the official means of communication, and will

be used for all notices, general bulletins, and other communications, including mandated provision of consumer information.

A copy of WSC's Alcohol and other Drug Prevention Program is available in the Student Affairs Office, Steven's Hall Office 105E at Williston State College, 1410 University Avenue, Williston, ND 58801. It can also be found online at: <http://www.willistonstate.edu/Current-Students/Life-On-Campus/Student-Code-of-Conduct.html>

5. *Policy should be distributed at least each semester to ensure the answer this question is YES.*

The policy is distributed at the start of every semester and summer session via official campus email listservs.

6. a. *If applicable, describe.*

NA

b. *If applicable, describe.*

NA

c. *If applicable, describe.*

A copy of the WSC Substance Abuse Policy is distributed as part of the new employee orientation packet.

d. *If applicable, describe.*

Notification of the information contained in the WSC Substance Abuse Policy is distributed by the Director for Human Resources to all employees via email on or before October 1st of each year and is also redistributed to each employee on an annual basis during the evaluation process. Employees sign an acknowledgement of understanding and receipt of policy during the evaluation process which is kept in individual employee files.

7. *If applicable, describe.*

Yes. A copy of the WSC Substance Abuse Policy is distributed as part of the new employee orientation packet, therefore each employee will receive it at least during employee orientation, if not also during the annual employee evaluation process.

8. *If applicable, describe.*

Yes. A copy of the WSC Substance Abuse Policy is distributed as part of the new employee orientation packet, therefore each employee will receive it at least during employee orientation, if not also during the annual employee evaluation process.

9. a.

The Core Alcohol and Drug Survey was developed to measure alcohol and other drug usage, as well as attitudes and perceptions among college students attending two and four year institutions, nationwide. This survey is administered every other year (2006, 2008, 2010, 2012, 2014, 2016) in an attempt to measure drinking and drug use behaviors, as well as their perceptions of the norms surrounding alcohol use among students.

b. *If applicable, describe.*

The Core Alcohol and Drug Survey was developed to measure alcohol and other drug usage, as well as attitudes and perceptions among college students attending two and four year institutions, nationwide. This survey is administered every other year (2006, 2008, 2010, 2012, 2014, 2016) in an attempt to measure drinking and drug use behaviors, as well as their perceptions of the norms surrounding alcohol use among students.

c. *If applicable, describe.*

Faculty, staff, students, partners, and other community members may offer general, constructive suggestions using WSC's anonymous suggestion box found at: https://willistonstate.qualtrics.com/jfe/form/SV_7ZH6O6MKbjZbbCt . Williston State College considers a suggestion to be an idea or plan offered for consideration.

If a reply to a suggestion or comment is desired, the suggestion must include a name, email address and/or phone number.

Arrangements may also be made to meet with a Student Affairs staff member (Student Services Office, Stevens Hall, 105) to offer a suggestion. The Division of Student Affairs will disseminate suggestions to the appropriate division, if necessary.

Submitted suggestions are distributed to the division most responsible for the nature of the suggestion. Divisions review suggestions so as to make appropriate changes and improvements.

d. *If applicable, describe.*

NA

e. *If applicable, describe.*

NA

f. *If applicable, describe.*

NA

g. *If applicable, describe.*

Incidents of recidivism are reviewed on a case-by-case basis.

10. *Name, title, address of responsible party.*

The Vice President for Student Affairs is responsible for completing WSC's biennial review and WSC's Alcohol and other Drug Prevention Program.

A copy of WSC's biennial review and WSC's Alcohol and other Drug Prevention Program is available at:

Williston State College
1410 University Avenue
Student Affairs Office
Steven's Hall Office 105E
Williston, ND 58801

It can also be found online at:

<http://www.willistonstate.edu/Current-Students/Student-Services/Alcohol-and-Other-Drug-Abuse-Prevention-Programs.html>

12. *Name and address of location(s).*

A copy of WSC's biennial review and WSC's Alcohol and other Drug Prevention Program is available at:

Williston State College
1410 University Avenue
Student Affairs Office
Steven's Hall Office 105E
Williston, ND 58801

It can also be found online at:

<http://www.willistonstate.edu/Current-Students/Student-Services/Alcohol-and-Other-Drug-Abuse-Prevention-Programs.html>

Appendix E

WSC Tobacco and Smoke Free Campus Procedure

North Dakota Century Code

Williston State College complies with all North Dakota Century Code provisions pertaining to tobacco and smoke free places. Specifically:

- [23-12-09](#) Smoking in public places and places of employment - Definitions
- [23-12-10](#) Smoking restrictions - Exceptions - Retaliation - Application

North Dakota State Board of Higher Education Policy

Williston State College complies with all North Dakota State Board policies pertaining to tobacco and smoke free places. Specifically:

EFFECTIVE: February 22, 2018

Section: [917 Smoke-Free Facilities](#)

1. Except as provided by subsection 2, smoking is prohibited in all North Dakota University System buildings and enclosed structures and facilities.
2. Institutions may establish smoking and nonsmoking apartments and residences, including private rooms in residence halls or dormitories, provided that smoking is prohibited in all common areas and areas to which the public has access. Institutions may permit smoking areas in outdoor arenas, provided that smoking is prohibited in all restrooms and other enclosed areas.

Williston State College Tobacco and Smoke Free Campus Procedure

Purpose

Williston State College (WSC) is committed to creating a safe, clean, and healthy educational environment for all students, employees, and visitors. WSC's tobacco and smoke free campus procedure promotes a healthy working and learning environment that:

- encourages tobacco and smoke free lifestyles,
- establishes a campus culture of wellness,
- reduces health insurance and health care costs, and
- reduces harm from secondhand smoke.

The [2014 US Surgeon General's comprehensive report](#) chronicles the devastating consequences of 50 years of tobacco use in the United States.

Procedure

WSC is a tobacco-free campus. The use of tobacco products is prohibited on college property. Individuals are also expected to refrain from visibly displaying tobacco products on college property. This prohibition includes college buildings, parking structures, green spaces, athletic fields, walkways, arenas, college or state fleet vehicles, any college owned property including off-campus, college-sponsored events or activities. This procedure applies to all faculty, staff, students, contractors, vendors, and visitors. This procedure also applies to and will be reflected in all agreements/contracts for use of WSC grounds, facilities or property by individuals and/or companies, unless otherwise approved by the WSC President.

Tobacco usage includes any product that contains tobacco, is derived from tobacco or contains nicotine or other similar substances, intended for human consumption, or is likely to be consumed, whether smoked, heated, inhaled, chewed, absorbed, dissolved, or ingested by any other means. The term “Tobacco Product” includes E-cigarettes and other electronic smoking devices, pipes and rolling papers, but does not include any product approved by the United States Food and Drug Administration for legal sale as a tobacco cessation product and is being marketed and sold solely for the approved purpose.

In addition to tobacco usage, WSC prohibits advertising, promotion, or sponsorship of tobacco products on college property, at off-campus, college-sponsored events or activities, and in all publications controlled by WSC. Such advertising shall include signs, clothing, jewelry and accessories. WSC will not accept any form of contribution including, but not limited to, financial support, gifts or in-kind support from the tobacco industry for the sponsorship or promotion of any event or activity affiliated in any manner with WSC or located on college property.

The sale or distribution of tobacco products and tobacco related merchandise (including logo containing items and samplings) is prohibited including off-campus, college-sponsored events or activities.

Any exemptions to the procedure must be approved in advance and in writing by the WSC President. This includes ceremonial and spiritual use requests.

Responsibility/Enforcement

Compliance with this policy/procedure is the shared responsibility and the right of all WSC faculty, staff, students, and visitors. The success of this policy/procedure will depend upon the courtesy, respect, and cooperation of users and non-users of tobacco products.

All administrators, directors, department chairs, and supervisors will communicate the policy/procedure to everyone within their areas of responsibility. A copy of the policy/procedure will be provided to all faculty and staff annually.

Education on WSC’s tobacco-free policy/procedure will be included in orientation for all students.

Sufficient signage will be posted to campus community members and its visitors, including contractors and vendors, of the policy/procedure. A copy of the policy/procedure will also be made available online for public review. The policy/procedure will also be communicated to students, staff, and the public through verbal announcements at college-sponsored events and activities.

To report a policy/procedure violation, please contact Campus Security at 701.570.6699. Campus Security is responsible for determining policy/procedure applicability and will answer policy/procedure related questions.

Students

A student in noncompliance should be reported to the Office for Student Affairs. Noncompliance with this policy/procedure may result in disciplinary action as outlined in the WSC Student Code of Conduct.

Employees

Supervisors are responsible for ensuring that employees, students, visitors, and where applicable, contractors are made aware of this policy/procedure and comply with its requirements. Noncompliance with this policy/procedure may result in disciplinary action through normal disciplinary procedures.

Please refer to the North Dakota University System Human Resource Policy 25. Job Discipline/Dismissal regarding disciplinary actions for staff:

<http://www.ndus.edu/makers/procedures/hr/?SID=44&PID=246&re=d>

Please refer to the State Board of Higher Education Policy 605.3 regarding disciplinary actions for faculty:

<http://www.ndus.edu/makers/procedures/sbhe/default.asp?PID=55&SID=7>

Cessation Assistance

In support, WSC provides comprehensive tobacco cessation and prevention services. Confidential access to resources, services and cessation medication is available through the [WSC Counseling Office](#), 701-774-4212.

NDQUITS also offers several FREE resources, including phone (North Dakota Quitline: 1-800-QUIT-NOW), online ([North Dakota QuitNet](#)), and mobile access.

Benefitted faculty, staff, and their dependents can access up to \$700 to help cover the cost of medications, a health care provider visit, and quit support through the NDPERS Tobacco Cessation Program (1-800-223-1704).

History of This Procedure:

Approved by Executive Cabinet October 1, 2018

Approved by Faculty Council October 12, 2018

Approved by Staff Senate May 22, 2018

Appendix F

2016 Williston State College ALCOHOL, TOBACCO, AND OTHER DRUG SURVEY

Summary

Prepared by: Dr. Jeremy Penn

The 2016 Alcohol, Tobacco, and Other Drug Survey (ATOD) was developed in to identify high-risk drinking predictors for North Dakota college students and used to develop evidence-based interventions specific to North Dakota and for each campus. The 2016 ATOD was administered in an electronic format with email survey invitations using the Qualtrics survey software.

All undergraduate students in the North Dakota University System were invited to participate in this study. A total of 34,780 students were invited to participate in the study through five email contacts sent October 17, 2016 through November 10, 2016. 8,967 students respondent to the survey invitation for a response rate of 25.8%. 187 students declined to participate in the survey by selecting the “I decline to participate in this survey” option in the informed consent portion of the survey. This leaves a total of 8,780 students (25.2%) who answered one or more questions in the survey, although not all students answered every question so the number of responses to a given item will vary. Unless otherwise noted, all survey results were weighted to adjust for survey nonresponse bias, age (21 and over / under 21), and birth sex (male / female).

All undergraduate students at Williston State College were invited to participate in this study. A total of 748 students were contacted through email. Students received up to five email messages explaining the purpose of the survey and asking them to participate. 13 students opted-out of survey email contacts and 6 students declined to participate in the survey’s informed consent. A total of 255 students completed one or more items in the survey (34.1%) and 247 (33.0%) received a survey weight (some students did not provide sufficient information to allow a survey weight to be calculated), although not all students answered every question so the number of responses to a given item will vary.

The key findings are summarized³ below. The results were compared with data from previous NDCORE surveys and with the North Dakota composite data from all eleven NDUS institutions. Data were also compared with the most recent National CORE data set collected from 39,064 students nationwide in 2013.

Overall Institutional Findings

Demographics: Unweighted

- 255 respondents.

³ Inquiries on the entire data set can be directed to Jeremy Penn at Jeremy.penn@ndsu.edu.

- 49.5% of respondents were freshmen and 54.1% were sophomores.
- 84.7% were full-time students, 15.3% were part-time students.
- 27.8% were male, 72.2% were female (based on data from PeopleSoft).
- 47.5% of respondents were below 21 years old, 52.5% were 21 or older (based on data from PeopleSoft).
- 16.5% lived on-campus.
- 64.8% reported they worked full or part-time.

Demographics: Weighted⁴

- 247 respondents.
- 45.8% of respondents were freshmen and 54.2% were sophomores.
- 86.1% were full-time students, 13.9% were part-time students.
- 38.6% were male, 61.4% were female.
- 53.9% of respondents were below 21 years old, 46.4% were 21 or older.
- 22.5% lived on-campus, 24.3% lived off-campus and rarely or never visited campus.
- 64.9% reported they work full or part-time.

Alcohol Use (Entire Population)

- For students who reported drinking (70.5%), the average number of drinks consumed per week reported was 3.40 (median was 2.00, students who reported more than 100 drinks per week were removed).
- The average peak blood alcohol content (BAC) for **males was 0.1059**, for **females it was 0.0882**.
- 28.0% reported having **five or more drinks at a sitting** at least once over the past two weeks.
- 70.1% reported using alcohol within the past 30 days (57.4% under 21, 85.3% 21 and over).
- 80.0% reported using alcohol at least once within the last year (70.5% under 21, 91.2% 21 and over).
 - o 32.0% reported using alcohol at least once per week within the past year.
- The most common places to use alcohol were where you live (58.6%), private parties (51.6%), at a bar or restaurant (46.9%), in a car (10.7%), and in residence hall (8.0%). 19.9% of students who were living in a co-ed residence hall reported using alcohol in their residence hall.

Alcohol Use (Students Under 21 Years of Age)

- For students who reported drinking (54.1%), the average number of drinks consumed per week reported was 3.36 (median was 2.00, students who reported 100 or more drinks per week were removed).
- The average peak blood alcohol content (BAC) was 0.0967. For **males under 21 it was 0.0804**, for **females under 21 it was 0.1095**.

⁴ See the additional report for details on how the weights were calculated.

- 24.8% reported having **five or more drinks at a sitting** at least once over the past two weeks.
- 57.4% reported using alcohol within the past 30 days.
- 70.5% reported using alcohol at least once within the last year.
- The most common sources for those under the age of 21 to obtain alcohol is from **friends 21 and over** (43.6%), from **parents with their consent** (16.7%), **friends under 21** (9.2%), **using a fake ID** (7.6%), **siblings** (6.1%), and **illegally purchase from store / restaurant (under 21, no ID)** (2.9%).

Table 1. Alcohol Use for Entire Student Population⁵

Question	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate	National*
Average Number of Drinks per week (drinkers only)	3.40	6.09	N/A	N/A	N/A	N/A	N/A
Average Number of Drinks per week (all respondents)	2.39	4.56	4.36	5.18	4.78	5.39	4.1
Alcohol Use within the last 30 days	70.1%	75.4%	66.6%	72.6%	70.5%	72.0%	68.6%
Alcohol use in the last year	80.0%	81.1%	80.4%	84.8%	82.6%	83.6%	81.3%
Peak BAC							
Male	.1059	.1152	.0950	.12	.112	.154	N/A
Female	.0882	.1007	.1016	.11	.127	.168	N/A

Table 2. Alcohol Use for Students Under 21

Question	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate	National*
Average Number of Drinks per week (drinkers only)	3.36	7.13	N/A	N/A	N/A	N/A	N/A
Average Number of Drinks per week (all respondents)	1.82	4.15	4.04	4.57	4.44	5.25	N/A
Alcohol Use within the last 30 days	57.4%	61.3%	60.9%	66.4%	66.2%	67.7%	N/A
Alcohol use in the last year	70.5%	69.5%	76.4%	80.9%	79.4%	80.3%	N/A
Peak BAC							
Male	.0804	.1510	.0901	.11	.12	.13	N/A
Female	.1095	.1117	.0993	.10	.11	.11	N/A

⁵ All results for 2016 are weighted unless otherwise noted.

Table 3. Age of first use (Alcohol)

	Have not used	Under 10	10-11	12-13	14-15	16-17	18-20	21-25	26+	Don't remember
2016 ND Aggregate	14.8%	1.2%	.9%	5.0%	16.5%	26.0%	28.8%	6.1%	.2%	.5%
2016	14.9%	1.9%	0.9%	10.4%	21.4%	25.5%	17.3%	5.2%	1.6%	1.0%

Table 4. Abstainer and High-Risk Alcohol Use

	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate
Abstainers						
Weekly	N/A	N/A	41.4%	35.4%	38.3%	36.8%
30 day	29.9%	24.6%	33.4%	27.9%	29.5%	28.0%
Amount						
6+drinks/week	21.9%	32.0%	24.5%	28.3%	26.4%	30.0%
Frequency						
3+ times/week	N/A	N/A	18%	20%	18.4%	19.3%
Five or more drinks in a sitting	28.0%	42.6%	45.8%	51.4%	48.3%	50.5%
in the past 2 weeks						

Tobacco and Marijuana Use

- 28.5% of students used tobacco within the past 30 days.
- 39.4% of students used tobacco at least once within the last year.
- Marijuana was the most commonly reported illicit drug ever used by Students (39.4% had ever used).
- 11.8% first used marijuana between the age of 16-17, 9.1% between the age of 18-20, 60.6% have never used marijuana.
- 8.9% of students used marijuana within the past 30 days.
- 14.9% of students used marijuana at least once within the last year.
- The most common places to use marijuana were in their own homes (12.3%), at private parties (12.3%), or in a car (11.5%).
- The most common sources used to obtain marijuana were friends at home (8.9%), friends at school (6.8%), or drug dealer (4.2%).

Table 5. Marijuana Use

Question	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate	National Data*
Marijuana Use within the last 30 days	8.9%	13.1%	14.0%	12.2%	12.8%	10.9%	18.8%
Marijuana use in the last year	14.9%	23.0%	26.3%	25.5%	23.5%	22.7%	32.5%

Other Drugs (not including marijuana)

- The most commonly reported drugs ever used were **non-medical use of prescription drugs** (6.0%), **amphetamines** (4.8%), and **other** (heroin, inhalants, synthetic drugs, etc.) (3.6%).
- The most frequently reported drugs used within the past 30 days were **non-medical use of prescription drugs** (0.9%), and **amphetamines** (0.7%). No students reported using **other illegal drugs** (heroin, inhalants, synthetic drugs, etc.) (0.0%) in the last 30 days.
- The most frequently reported drugs used within the last year were **non-medical use of prescription drugs** (3.6%), **other** (heroin, inhalants, synthetic drugs, etc.) (1.5%), and **amphetamines** (0.7%).

Table 6. Campus Policies

% of Students that	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate	National Data*
are familiar with campus policies regarding alcohol and drugs	92.5%	91.6%	93.4%	94.1%	92.1%	91.1%	90.8%
reported having knowledge of alcohol and drug prevention program(s) on campus	47.0%	54.4%	44.5%	40.9%	41.0%	44.4%	52.2%
believe campus is concerned about the prevention of alcohol and drug use	77.5%	77.6%	75.2%	79.9%	77.8%	80.3%	76.5%
are actively involved in efforts to prevent alcohol and drug use on campus	10.4%	11.7%	10.1%	9.4%	9.5%	9.0%	N/A

Table 7. Campus Climate

% of Students that	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate	National Data*
believe alcohol is necessary for a good time	1.5%	5.9%	10.2%	11.8%	10.4%	11.8%	N/A
prefer that alcohol be available in social settings	N/A	N/A	63.3%	67.4%	65.8%	67.6%	69.5%
prefer that drugs be available in social settings	N/A	N/A	14.6%	13.0%	12.1%	11.6%	19.2%
believe their lives are unaffected by other students' alcohol use	58.9%	62.8%	75.2%	71.1%	71.5%	70.3%	N/A
believe that there are enough alcohol-free activities where they live	74.8% / 73.8%⁶	78.0% / 74.6% ⁶	48.0%	44.9%	43.3%	40.0%	N/A

⁶ "Alcohol-free activities where you live for people under 21 / for people 21 and over."

Table 8. High-Risk Consequences During the Last Year Due to Drinking and / or Drug Use

	2016	2016 ND Aggregate	2014 ND Aggregate	2012 ND Aggregate	2010 ND Aggregate	2008 ND Aggregate	National Data*
had at least one hangover	58.6%	61.3%	59.7%	67%	64.7%	65.9%	58.3%
became nauseated or vomited at least once	50.0%	50.2%	46.4%	53.1%	52.2%	54.1%	49.4%
reported doing something they later regretted	23.5%	31.2%	28%	34%	34.6%	37.9%	32.3%
had a memory loss at least once	20.4%	29.4%	27.7%	32.9%	33.1%	34%	32%
got into an argument or fight	26.9%	22.0%	25.6%	31.1%	32.8%	36.2%	25.2%
missed a class	17.3%	20.4%	22%	26.6%	29.7%	33%	23.8%
reported driving a car while under the influence	16.4%	18.2%	21.6%	29.9%	31.7%	34%	16.5%
were criticized by someone they know	23.5%	21.9%	23.1%	27.5%	28.5%	31.3%	26.4%
performed poorly on a test or project	19.5%	17.2%	18.6%	22.8%	24.4%	27.2%	18.8%
reported getting hurt or injured	9.0%	11.0%	10.9%	13.3%	14.1%	15.9%	13.7%
had been in trouble with police, residence hall, or campus authorities	14.3%	9.0%	12.1%	14.7%	14.4%	15.9%	10.4%
thought they might have a drinking or drug problem	9.8%	11.9%	8%	9.7%	9.2%	10.6%	9%
damaged property, pulled a fire alarm, etc.	1.6%	3.5%	4.4%	6.2%	5.5%	6.6%	4.5%
attempted to quit unsuccessfully	2.1%	3.8%	3.7%	4.6%	4.4%	5%	4.1%
reported taking advantage of someone sexually	1.5%	1.4%	2.2%	2.5%	2.3%	3.2%	1.9%
seriously thought about suicide	1.4%	4.2%	4.2%	3.9%	4.6%	4.5%	4.4%
were arrested for a DUI/DWI	1.6%	1.2%	1%	1.7%	1.8%	1.8%	1%
seriously attempted suicide	0.8%	0.9%	1.2%	1.1%	1.5%	1.6%	1.2%

- 19.3% of survey respondents reported that they had been **taken advantage of sexually** while under the influence of alcohol or other drugs.
 - 8.4% of male and 26.2% of female respondents reported being taken advantage of sexually while under the influence of alcohol or other drugs.

- 10.3% of respondents under age 21 who either currently use alcohol or plan on using alcohol before they are 21 believed stricter campus policies, state laws, or city ordinances would deter them from drinking alcohol.
 - Parental notification (44.5%) was the most commonly selected deterrent followed by jail (25.7%), , fines / fees (23.1%), and removal from residence hall / on-campus living (6.7%).

Parental Influence

- 81.2% believed their **parents' expectations** about alcohol is an effective way to limit their alcohol consumption.
- 86.4% believed their **parents' expectations** about tobacco is an effective way to limit their tobacco consumption.
- 86.9% believed their **parents' expectations** about other drugs is an effective way to limit their drug consumption.
- 62.6% reported their **parents had talked to them** about **their expectations** regarding their alcohol use.

Faculty Influence

- 12.5% of students considered their instructors' expectations was a **very effective** way of limiting or controlling their alcohol use. 42.9% indicated it was a **somewhat effective** way.
- 39.4% indicated that they had **heard their instructors making light-hearted comments** about alcohol use.
- 5.8% indicated they had **daily or often heard their instructors talk about the risks associated with alcohol use**.
- 25.4% indicated they daily, often or occasionally had heard their **instructors talk about their expectations that they limit or control their alcohol use**.
- 30.3% indicated they would **likely, somewhat likely, or very likely change their alcohol use behavior based on their instructor's expectations**.

References

*Southern Illinois University Carbondale/CORE Institute. (2014). *CORE Drug and Alcohol Survey*,
Retrieved February 25, 2015 from <http://www.core.siuc.edu>.

Please use the following citation to reference the information in this report:

ND University System. (2017). *2016 Alcohol, Tobacco, and Other Drug Survey Report*. Bismarck, ND: ND Higher Education Consortium for Substance Abuse Prevention.

**Appendix G – WSC DRUG EDUCATION & TESTING POLICY FOR STUDENT
ATHLETES**

**[https://wsctetons.com/documents/2016/10/11/2016_2017_Williston_State_Drug_Policy.pdf?
&tab=7](https://wsctetons.com/documents/2016/10/11/2016_2017_Williston_State_Drug_Policy.pdf?&tab=7)**

APPENDIX H – WSC STUDENT CODE OF CONDUCT

**[http://www.willistonstate.edu/Documents/Student%20Services/WSC%20COC%2018-10-
01.pdf](http://www.willistonstate.edu/Documents/Student%20Services/WSC%20COC%2018-10-01.pdf)**

APPENDIX I – DAAP

**[https://www.willistonstate.edu/Documents/Student%20Services/WSC%202016-
17%20Drug%20and%20Alcohol%20Prevention%20Program.pdf](https://www.willistonstate.edu/Documents/Student%20Services/WSC%202016-17%20Drug%20and%20Alcohol%20Prevention%20Program.pdf)**