University of Northern Iowa
Drug-Free Schools and Campuses Regulations [EDGAR 86]
Biennial Review:
Academic Years 2016-2017 & 2017-2018

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**Introduction**

The Drug-Free Schools and Campus Regulations (DFSCR) (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require that institutions of higher learning (IHE) such as the University of Northern Iowa (UNI) adopt, implement, and evaluate programs to prevent the misuse or abuse of alcohol and use or distribution of illicit drugs both by university students and employees both on its premises and as a part of any of its activities. At a minimum, each IHE must annually distribute the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.
- A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of any drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or students.
- A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

The DFSCR further requires that the institution conduct a biennial review of its program with the following objectives: (1) determining the effectiveness of the policy and implementing changes to the Drug and Alcohol Abuse Prevention Program (DAAPP) if needed; and (2) to ensure that the sanctions developed are enforced consistently.

The biennial review must also include: (1) the number of drug and alcohol-related violations and fatalities occurring on the campus, or as part of their activities that are reported to campus officials; and (2) the number and type of sanctions the IHEs impose on students or employees as a result of such violations or fatalities.

UNI has conducted this biennial review in compliance with the DFSCA and its implementing regulations. This report documents this review and discusses UNI's prevention and education related programs, initiatives and activities related to alcohol and other drug abuse prevention during the 2016-2017 and 2017-2018 academic years.

**Biennial Review Process**

UNI complies with the requirements of the DFSCA. Coordinated by the Associate Director of Student Health and Wellness, this biennial review is a comprehensive, evidence-informed review conducted by the biennial review committee to implement and evaluate UNI's strategies to prevent high-risk drinking and substance use/abuse among its students. It is a collaborative effort with campus partners.
The following UNI staff members served on the biennial review committee:

- Shelley O'Connell, Executive Director of Health and Recreation Services
- Allyson Rafarello, Dean of Students, Office of the Dean of Students
- Nicholas Rafanello, Director of Residence Life, Residence Hall Program Administration
- Shawna Haile, Health Promotion Coordinator, Student Wellness Services
- Joseph Tyler, Associate Director of Public Safety, Public Safety
- Steffoni Schmidt, Associate Director of Student Life, Student Life & Event Services
- Angela Meeter, Associate Director of Student Health and Wellness, Student Health Clinic and Student Wellness Services
- Andrea Greve Coello, Academic Advisor, Athletics Administration
- Jennifer Jass, Nurse Practitioner and Psychiatric Nurse Practitioner, Student Health Clinic
- Jennifer Schneiderman, Interim Director and Mental Health Therapist, Counseling Center

The following documents were collected and assessed when compiling the biennial review.

- ACHA-NCHA II data (Spring 2017)
- Student Health Clinic reports
- Student Wellness Services reports and evaluations of programs
- Student conduct data
- University policies
- Counseling Center annual reports
- Arrests/Referrals report from UNI Public Safety

Biennial review reports are maintained in the office of the Associate Director of Student Health and Wellness and kept for a minimum of three (3) years after the fiscal year the report was created. A copy of this report may be requested by contacting the Associate Director of Student Health and Wellness at (319) 273-3423 or emailing angela.meeter@uni.edu. Prior biennial reports can be found on the Student Wellness Services website at: https://studentwellness.uni.edu/assessment.

**Annual Notification Process**

**Student Notification**

UNI distributes the required information to enrolled students via electronic mail. This message was sent after the completion of the first two weeks of classes in the fall term during the 2016-2017 and 2017-2018 academic years to current registered UNI students. The emails were sent after the first two weeks of classes to assure the accuracy of email addresses. No messages were rejected as undeliverable. The emails were sent with the following subject: “Annual Notification from Dean of Students.” The annual notification to students during the 2016-2017 and 2017-2018 academic years are included in Appendix A.
Employee Notification
In compliance with the Federal Drug-Free School and Campus Regulations (DFSCR), UNI annually distributes required information via electronic mail to UNI employees. The email subject for these distributions was, “Annual Policy Updates and Notifications” The full text of the employee notification is included in Appendix B. New employees who begin working at the institution after the policy is distributed via e-mail are provided an information packet at orientation which includes the Drug-Free Workplace Pamphlet (Appendix C) and a Staff Guide containing summaries of policy (available upon request).

Alcohol and Other Drug Prevalence Rates, Incidence Rates, Needs Assessment and Trend Data

ACHA-NCHA II Data
Student Wellness Services gathers quantitative data using the ACHA-NCHA II, an established survey questionnaire created by the American College Health Association. This survey is completed every two years in odd numbered years. IRB approval was obtained before beginning this study. IRB protocol was strictly followed while obtaining data for this study. The study aimed to address the following research questions:
1. What is the pattern of alcohol and other drug use among current students?
2. What is the perception of others regarding alcohol and other drug use?
3. What percentage of students received alcohol and other drug information from the University?

A random sample of 5,000 UNI students enrolled during the Spring 2017 semester was selected by the Office of the Registrar. The American College Health Association was given the list of students to send the health assessment survey via email. There were 1,274 respondents resulting in a 25.5% response rate. Several descriptive and inferential analyses of the data were performed. Some key findings included:
- 1 in 3 students reporting never having used or not having used alcohol in the last 30 days.
- 55% reported drinking 4 or fewer drinks the last time they “partied” or socialized.
- 79% of students reported they received information about alcohol and other drug use from UNI, an increase of 3% since the NCHA administered in the Fall of 2015.
- 15% reported never using alcohol; 43% used alcohol 1-5 days within the last 30 days, 27% used alcohol 6-29 days within the last 30 days, a combined increase of 4% of use from the previous NCHA results.
- 37% reported over the last two weeks, they had five or more drinks of alcohol at a sitting (binge drinking), an increase of 6% since the prior NCHA.
- 73% of students reported they never used marijuana; 17% used, but not in the last 30 days; 10% used 1-29 days; and 1% used daily, a combined increase of 9% of use from the previous NCHA.

- 4% of students used a prescription painkiller (OxyContin, Vicodin, codeine) within the last 12 months that was not prescribed to them, the same percentage as the 2015 NCHA.

- 3% of students used a prescription sedative (Xanax, Valium) within the last 12 months, that was not prescribed to them, a 1% increase from the prior NCHA.

- 7% of students used a prescription stimulant (Ritalin, Adderall) within the last 12 months, that was not prescribed to them, an increase of 2% since previous NCHA.

- 7% of students used a prescription antidepressant (Ritalin, Adderall) within the last 12 months, that was not prescribed to them, an increase of 6% increase from the prior NCHA.

- 12% percent used one of more of the above mentioned prescription drugs that were not prescribed to them in the last 12 months.

- 9 out of 10 students reported never having used stimulants that were not prescribed to them.

- 8 out of 10 students have never used e-cigarettes

**Reported actual use (A) versus perceived use (P) from 2015 NCHA to 2017 NCHA**

**Results**

Student perception of students' use:

- 1% never used alcohol; 1% have used but not in the last 30 days; 85% used from between 1-29 days; and 13% use daily.
  - increase of 1% perception of never used.
  - 1% increase of perception for 1-29 days use.
  - same perceived percentage of daily use.

- 5% of students never used marijuana; 8% have used but not in the last 30 days; 80% used from between 1-29 days; and 9% use daily.
  - increase by 3% perception of never used.
  - 3% decrease in perception of used but not in the last 30 days.
  - 5% increase in 1-29 days perceived use.
  - increase of 8% for daily perceived use.

- 48% never used cocaine; 18% have used but not in the last 30 days; 31% used from between 1-29 days; and <1% are daily users.
  - same perception percentage of never used.
  - 2% decrease in perception of used but not in the last 30 days.
  - 2% decrease in 1-29 days perceived use.
  - same perception percentage for daily perceived use.

- 58% never used opioids (heroin, smack); 16% have used but not in the last 30 days; 25% used from between 1-29 days; and >1% used daily.
  - same perception percentages
Overall in 2017, students reported using less protective factors when drinking.

UNI students never, rarely or sometimes use the following protective factors:

- Eat before and/or during drinking
- Stay with the same group of friends the entire time you were drinking
- Use a designated driver
- Stick with only one kind of alcohol when drinking
- Keep track of how many drinks you were having
- Have a friend let you know when you've had enough
- Determine, in advance, not to exceed a set number of drinks
- Pace your drinks to 2 or fewer per hour
- Choose not to drink alcohol
- Avoid drinking games
- Alternate non-alcoholic with alcoholic beverages

- 8 out of 10 students do not drive after drinking.
- 9 out of 10 students stay with the same friends the entire time they are drinking.
- 8 out of 10 students eat before drinking.

Negative consequences of alcohol is increasing as reported by students

Negative consequences experienced within the last 12 months when drinking alcohol:
Refer to Appendix F: 2017 ACHA NCHA II Executive Summary Results regarding alcohol and other drugs

The UNI Healthy Campus Coalition (HCC) conducted an assessment using UNI National College Health Assessment (NCHA) data and Healthy Campus 2020 Student Objectives. The HCC has focused on reviewing UNI NCHA data and evaluating the alcohol and other drug (AOD) use at UNI.

The NCHA is a nationally recognized research survey that assists various departments by collecting precise data about our students’ health habits, behaviors, and perceptions. This assists in making the most appropriate decisions with the services and information provided to UNI students.

The UNI Healthy Campus Coalition members began with reviewing the top areas of concern from the UNI NCHA utilizing the American College Health Association MAP-IT (Mobilize Assess Plan Implement Track) framework and the Healthy Campus 2020 Student Objectives. Healthy Campus 2020 provides 10-year national objectives for improving the health of all students, staff, and faculty on campuses nationwide. Healthy Campus 2020 is intended to provide institutions of higher education with a framework by which to identify priorities and mobilize action.

In November of 2017, the committee identified their targeted focus as alcohol and other drug use prevention above all other health topics due to their assessment and findings of the following:

1. Increase of alcohol and other drug usage from 2013, 2015 to 2017 NCHA surveys;
2. Overall percentage of alcohol and other drug use at UNI is higher than the national average;
3. Decrease in students reporting having received information on alcohol and other drugs from UNI from 2013 to 2017;
4. Increase in students reporting nonmedical use of prescription medication which involves a severity score calculated at 108% (18.7% at UNI in 2017 - nine percent Healthy Campus 2020 target = difference / Healthy Campus 2020 target X 100 = 108%);
5. Size of the population(s) affected is all college students at UNI as well as the community;
6. The prevalence, frequency, and incidence is high;
7. Seriousness, urgency, and relevance to student success and work performance is high;
8. There are ample available data sources to use for assessment/evaluation;
9. Possible interventions (policy, systems change, environmental, communications and media, program and service delivery, etc.) are present;
10. Likelihood of success/impact (taking into account available resources) is high;
11. Current interventions addressing issue on campus can be enhanced and further supported; and
12. The consequences if not addressed (personal, academic, campus and community impact, economic) are highly negative.

Additionally, students reported overall using less protective factors when drinking and reported increased overall negative consequences from drinking since 2015.

An Alcohol eCheckup To Go online system report was run for 2016-2017 and 2017-2018 of all completed self-assessments completed by UNI students. Alcohol eCheckup To Go report provided a snapshot of self-reported data from our students which demonstrated the following on average estimations for UNI student alcohol use:
- 0.11 BAC during typical week
- 0.18 BAC during heaviest drinking episode
- 54 drinks per month
- $68 spent on alcohol per month
- 10 AUDIT C score (scores between 8 and 15 are most appropriate for simple advice focused on the reduction of hazardous drinking)

A Marijuana eCheckup To Go online system report was run for 2016-2017 and 2017-2018 of all completed self-assessments completed by UNI students. Marijuana eCheckup To Go results showed the following on average estimations for UNI student marijuana use:
- 12 days per month under influence
- 46 hours per month under influence
- $88 spent per month on marijuana
- 28 drinks per month
- $53 spent on alcohol in a typical month

The Student Health Clinic obtained data from August 2017 to August 2018 from the electronic medical health record, eClinicalWorks, report querying alcohol and other drug use that revealed 55% of students responded “yes” to drinking alcohol. Thirty-five percent of underage students responded “yes” to drinking alcohol. Four percent of students seen responded positively to taking street drugs, 92% of the four percent was marijuana.

The Office of Student Life conducted an Educational Benchmarking Inc. (EBI) Skyfactor 2018 Fraternity and Sorority Life Assessment completed by UNI greek life studentes. The data from the assessment showed the following:
344 students answered how frequently they consume alcohol in a week:
- 19% do not consume alcohol
- 59% once per week or less
- 21% two to three times per week
- 1% almost every day
341 students answered how much they typically consume in one sitting when drinking:
- 18% do not consume alcohol
- 21% 1-2 drinks
- 36% 3-4 drinks
- 18% 5-6 drinks
- 3% 7-8 drinks
- 4% more than 8 drinks

The number of students found responsible for alcohol and other drug violations by the Dean of Students office from 2016-2017 AY to 2017-2018 AY for alcohol increased by 14%. Underage use, underage possession, proximity, and empty containers were the four highest charges for both years yet increasing in numbers in 2017-2018 for total found responsible. In 2016-2017 AY, there were 11 students charged with use of non-prescription medication, five were found responsible and no specific sanction was given for this charge. For 2017-2018 AY, there were three students found responsible for use of non-prescribed medication. Student recidivism rates in 2016-2017 AY for alcohol violations averaged at five percent and about 12% for marijuana. In 2017-2018 AY, recidivism rates decreased. For alcohol violations the average was three percent and for marijuana violations were at about eight percent.

### AOD Charges Data from Dean of Students Office

<table>
<thead>
<tr>
<th>Charge</th>
<th>16-17 AY Responsible</th>
<th>17-18 AY Responsible</th>
<th>16-17 AY Total Responsible</th>
<th>17-18 AY Total Responsible</th>
<th>16-17 AY% Repeat</th>
<th>17-18 AY% Repeat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol-Common Sources</td>
<td>0</td>
<td>0</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Alcohol: Empty Containers</td>
<td>2</td>
<td>3</td>
<td>90</td>
<td>72</td>
<td>2.22</td>
<td>4.17</td>
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<tr>
<td>Alcohol: Hosting</td>
<td>0</td>
<td>1</td>
<td>31</td>
<td>35</td>
<td>0</td>
<td>5.71</td>
</tr>
<tr>
<td>Alcohol: Illegal use of Alcohol</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol: Proximity</td>
<td>3</td>
<td>7</td>
<td>104</td>
<td>255</td>
<td>2.88</td>
<td>4.32</td>
</tr>
<tr>
<td>Alcohol: Public Spaces</td>
<td>0</td>
<td>0</td>
<td>10</td>
<td>11</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol: Responsible Consumption</td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>6</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol: Roommate Agreement</td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>6</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol: UNL Alcohol Policy</td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>6</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol: Underage Possession</td>
<td>2</td>
<td>9</td>
<td>104</td>
<td>333</td>
<td>1.92</td>
<td>6.82</td>
</tr>
<tr>
<td>Alcohol: Underage Use</td>
<td>6</td>
<td>8</td>
<td>313</td>
<td>333</td>
<td>5.21</td>
<td>6.62</td>
</tr>
<tr>
<td>Drugs: Drug Paraphernalia</td>
<td>0</td>
<td>0</td>
<td>26</td>
<td>20</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drugs: Prescription Medication</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>5</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drugs: Use or possession of any other illegal controlled substance</td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drugs: Use or possession of marijuana</td>
<td>3</td>
<td>5</td>
<td>40</td>
<td>42</td>
<td>7.5</td>
<td>11.9</td>
</tr>
</tbody>
</table>
Based upon the committee's review of the 2015 and 2016 crime statistics from UNI Public Safety (Appendix E), the committee concluded there have been increases in alcohol and drug law violation arrests and decreases in referrals to the Dean of Student office from 2015 to 2016. There was a 142% increase (from 12 to 29) in total arrests on campus (6% increase on campus from 12 to 13 and 100% increase in residence halls from 0 to 16) for liquor law violations from 2015 to 2016. There was no increase or decrease for alcohol arrests on public property in this timeframe. For referrals there was a 21% decrease in total on campus liquor law violations (0% increase from 0 to 4 on campus and a 22% decrease in residence halls) from 2015 to 2016. Drug law violations arrests increased from 2015 to 2016 by 21% (9% decrease from 12 to 11 on campus and a 33% increase from 27 to 36 in residence halls). Referrals for drug law violations to the Office of the Dean of Students decreased by 0% for total referrals from 2015 to 2016 (no referrals made on campus in 2015 or 2016 and 4 referrals were made in 2015 with 0 referrals made in 2016 in the residence halls).

The chart below identifies the number of arrests and referrals made to the Dean of Students office of UNI students in years 2016, 2017, and 2018. The UNI Chief of Police identified the definition for public property as: "All public property (not owned by the university), including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus." Non-campus was defined by the UNI Chief of Police as: "Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution."

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>ON CAMPUS</th>
<th>RESIDENCE HALLS</th>
<th>TOTAL ON CAMPUS</th>
<th>NON CAMPUS</th>
<th>PUBLIC PROPERTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arrest</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>8</td>
<td>5</td>
<td>13</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>2017</td>
<td>11</td>
<td>4</td>
<td>15</td>
<td>0</td>
<td>12</td>
</tr>
<tr>
<td>2016</td>
<td>13</td>
<td>16</td>
<td>29</td>
<td>0</td>
<td>2</td>
</tr>
</tbody>
</table>

ARRESTS/REFERRALS:
2018  12  214  228  0  1
2017  3   186  189  0  0
2016  4   315  319  0  1

Drug Law Violation

Arrests

2018  14  23  37  0  18
2017  19  26  45  0  9
2016  11  36  47  0  3

Referral

2018  0  5  5  0  0
2017  0  1  1  0  0
2016  0  0  0  0  0

In Black Hawk County, heavy drinking and binge drinking for both adult males and females is above the state and national averages. Black Hawk County health data reveals that youth alcohol, tobacco, and other drug use is comparable between other counties and the state except for marijuana use, which is higher in this county than state reported results. The Iowa Department of Public Health reports that the primary substance of abuse for clients screened and treated is:
- Alcohol: 17% juveniles, 47% adults
- Marijuana: 76% juveniles, 22% adults

Policy. Enforcement of Disciplinary Sanctions & Compliance Inventory

The DFSCR require LNI to certify that it has developed and implemented a drug and alcohol abuse education and prevention program. Consistent with its legal obligations, UNI prohibits the unlawful possession, use or distribution of illicit drugs and alcohol on campus and at recognized events and activities by students and employees in support of its’ education and prevention programs.

Alcohol is the most common violation of the Student Conduct Code. While education and prevention remain a top priority, the consistent and timely enforcement of the Student Conduct Code is critical to the quality of the educational environment and the success of students.
Enforcement is focused on harm and risk reduction intervention strategies and decreased recidivism. Delivery is personalized and attentive to both the needs of individual students and the community as a whole. The University enforces the Student Conduct Code, Discrimination, Harassment, and Sexual Misconduct Policy, the Alcohol and Drugs Policy and the Drug-Free Workplace and Schools Policy and documents incidents of potential violations of such policies. Students alleged to have violated such policies are afforded a conduct hearing in accordance with Student Conduct Code, and those students found in violation are given appropriate sanctions.

UNI’s Alcohol and Other Drug Policies
Appendix G: 13.18 Alcohol and Drugs
Appendix H: 8.1 Smoking and Tobacco Use
Appendix D: 4.13 Drug-Free Workplace and Schools
Appendix I: 3.02 Student Conduct Code
Appendix J: Student Athlete Code of Conduct
Appendix K: 3.03 Personal Conduct Rules

Sanctions Administered via the Student Conduct Code
Students found responsible for violating policies regarding alcohol or other drugs are held accountable in accordance with the processes described in the Student Conduct Code.
Accused students are provided the opportunity to attend an administrative hearing to determine if they are responsible for violating the policy(s). The hearing is conducted by a trained Student Conduct Administrator, usually a Residence Life Coordinator or a staff member from the Dean of Students area.

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

Sanctions are structured to be consistent with the seriousness of the offense. Student Conduct Administrators consider several factors in determining sanctions including:
- The students understanding of their responsibility over their own actions.
- How to support the student in learning how their behavior affects themselves and others.
- Supporting the student in changing their future decision making practices.
- The risk of the offender being a danger to themselves or to others in the community.
- The impact of the behavior upon other individual(s).
- Previous disciplinary history, if any.

To aid in administering sanctions consistently, Student Conduct Administrators utilize sanctioning guidelines (Appendix L: Sanctioning Guidelines) that include standard sanctions for different levels of violations. While the guidelines do not mandate specific sanctions, it serves as
a guideline for Student Conduct Administrators to follow to ensure consistency. Additionally, various educational options for sanctions to utilize for AOD violations were created (Appendix M: Substance Abuse Services Program Referral Information).

Dean of Students staff conducts training of all Student Conduct Administrators including Residence Life staff on an annual basis to ensure consistency in the administration of the student conduct process. Training includes discussion about the philosophy of student conduct administration, the factors used in determining sanctions, and guidelines for choosing educational interventions in alcohol-related offenses. The training facilitates a common framework for all student conduct administrators to use in assigning educational interventions for alcohol violations.

Maxient Discipline Databases
UNI utilizes Maxient as its case management system for the administration and tracking of student conduct matters. The system provides functionality, tracking of prior incidents, sanctions follow up, and reporting functions. Administrators use the system to review the impact of sanctions on student behavior and specifically the recidivism rate of alcohol and other drug related offenses. (Appendix N). Below is a chart identifying sanctions provided for 2016-2017 and 2017-2018.

<table>
<thead>
<tr>
<th>Sanction Intervention</th>
<th>2016-2017</th>
<th>2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol Edu</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>MyStudentBody</td>
<td>183</td>
<td>142</td>
</tr>
<tr>
<td>BASICS</td>
<td>49</td>
<td>49</td>
</tr>
<tr>
<td>Marijuana ECheckup To Go</td>
<td>35</td>
<td>38</td>
</tr>
<tr>
<td>Parental Notification</td>
<td>55</td>
<td>84</td>
</tr>
<tr>
<td>Substance Abuse Evaluation</td>
<td>34</td>
<td>29</td>
</tr>
</tbody>
</table>

Residence hall occupancy decreased from 4,337 in 2016 to 3,925 in 2017. Fall full-time enrollment in the same time frame went from 10,345 to 10,284.

Student-Athlete Code of Conduct
The UNI Athletics Department utilizes a Student-Athlete Code of Conduct (Appendix J) that describes the expectations of student-athletes in addition to those expectations defined in the UNI Student Conduct Code. The Student-Athlete Code of Conduct describes levels of violations (Level I and Level II) and the possible sanctions associated with each type. Possible sanctions for violating the Student-Athlete Code of Conduct include: dismissal from a sports team, suspension from participation in athletic events and/or practice, scholarship revocation,
community service, and/or referral to additional resources on a case-by-case basis (Pathways, eCheckup To Go, etc.). The Department of Athletics works closely with the Dean of Students Office in addressing alleged violations of the Student Code of Conduct by student-athletes.

**Residence Life**

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

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

**UNI Public Safety**

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

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

The officer may elect to arrest the student and refer the student to the Dean of Students for disciplinary action. Regardless of whether an arrest is made, the officer documents the incident
and the department reports the matter to the Office of the Dean of Students using an informational report. The Office of the Dean of Students then determines if the matter should be adjudicated under the Student Code of Conduct.

The UNI Department of Public Safety is made up of the Police Division and the Parking Division. The Police Division is the official law enforcement authority for the university. Up to 18 sworn and state certified police officers, along with full and part time trained and certified police dispatchers, provide a variety of services to the community on a 24-hour basis. The UNI Police derives its enforcement authority from the Iowa Code Chapter 262. The department trains and certifies students to perform dispatch services to supplement agency operations pursuant to state statutes as well. UNI police officers possess full powers to detain, investigate and arrest. The official patrol jurisdiction is university property located in Cedar Falls. However, jurisdictional authority is state-wide in matters involving UNI. Mutual aid agreements with other law enforcement agencies may result in the extension of enforcement authority beyond university boundaries.

The UNIPD maintains a close working relationship with other local law enforcement agencies. UNI Police cooperates fully with federal, state and local law enforcement agencies in cases involving both on-campus and off-campus jurisdiction or when the resources of another agency can be used to facilitate the resolution of an investigation. UNI and the City of Cedar Falls have a mutual aid agreement which formalizes the relationship for sharing patrol, criminal investigations and other law enforcement related activities.

**Employee Assistance Program**

UNI offers extensive Employee Assistance Program (EAP) services to its benefits-eligible employees. Employees are eligible for six sessions of in-person counseling, per issue annually. In addition, they are eligible for life coaching, financial/tax assistance, legal assistance, 24 hour assistance with a licensed mental health counselor, Better Living web resources and numerous educational sessions offered on campus, and via webinar on a monthly basis. Employees are eligible to utilize counseling services across the state and country, through a network of counselors contracted with Employee & Family Resources (EFR). For a full summary of EAP services, visit: [https://hrs.uni.edu/sites/default/files/mybenefits/eap_summary.pdf](https://hrs.uni.edu/sites/default/files/mybenefits/eap_summary.pdf) or see Appendix O.

**Alcohol and Other Drug Education and Prevention Program Elements**

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

· Training programs offered by Public Safety and the Department of Residence staff for enrolled UNI students on alcohol and other drug education.

· Consultation and referral services for students.

· Substance abuse evaluation referrals in conjunction with the university student conduct process.

· Interventions for alcohol and other drug policy violators.

· Maintenance of an alcohol and other drug incident database.

· Currently enrolled students may access free individual and group counseling sessions via the Counseling Center.

· Employees eligible for health insurance are provided access to an Employee Assistance Program (EAP).

Although Student Wellness Services is the primary provider of alcohol and other drug prevention education, many departments and campus partners are involved in educating students, staff, and faculty about alcohol and other drug prevention education.

**Individual Based Programs and Interventions**

**Alcohol Edu**

Alcohol Edu is a one hour online alcohol education course that students who are found to have violated the alcohol policy may be required to complete for minor offenses. Students are permitted to take the course in more than one sitting. The course is divided into six chapters that include information on alcohol metabolism, blood alcohol concentration, alcohol’s effect upon learning, memory and behavior, alcohol poisoning, impaired driving, alcohol abuse and addiction.

**Brief Alcohol Screening and Intervention for College Students**

BASICS (Brief Alcohol Screening and Intervention for College Students) uses a harm reduction approach. The program was designed specifically for heavy-drinking college undergraduate students who have either experienced problems because of heavy consumption or are at high risk of doing so.

After completing a confidential alcohol/drug questionnaire, a personalized feedback profile is generated, and a one hour, one-on-one meeting is scheduled to assist the student. The following bullets provide information regarding BASICS outcomes:

- Helping the student identify high-risk drinking situations for them individually.
- Providing accurate information about alcohol (i.e. negative consequences, blood alcohol content, standard drinks, tolerance).
- Identifying personal risk factors (i.e. family history, behavior).
- Challenging of myths and positive alcohol expectancies (i.e. examining beliefs, social functioning, self-monitoring).
- Establishing more appropriate and safer drinking goals (i.e. moderation).
- Managing high-risk drinking situations (i.e. strategies and goals).
- Learning from mistakes.
- Increasing self-efficacy.
- Attaining lifestyle balance.

BASICS was designed specifically to help college students make safer and healthier choices, and hopefully, to minimize the risk of continued alcohol-related problems. Within the field of collegiate alcohol/drug prevention/education, BASICS is considered a model program based on sound research efficacy. Completion of BASICS is typically mandated for students who have been found to have committed a major violation of UNI's alcohol policy. However, this intervention is available to all students on a voluntary basis by contacting Student Wellness Services.

Alcohol eCHECKUP TO GO
Alcohol eCHECKUP TO GO is an anonymous and confidential (no personal identifiable information from the survey will be stored) online questionnaire that provides students with accurate and personalized feedback about their individual pattern of alcohol use, associated risks, aspirations and goals, and helpful resources at UNI and in the community. This assessment is available to all students through the Student Wellness Services website.

Alcohol eCHECKUP TO GO is a voluntary process students can take to evaluate their alcohol use by completing the questionnaire then following up with professional staff if they desire at Student Wellness Services to review their personalized feedback, offer education, and information and referral for substance abuse services / treatment.

Marijuana eCHECKUP TO GO
Marijuana eCHECKUP TO GO is an anonymous and confidential (no personal identifiable information from the survey will be stored) online questionnaire that provides students with accurate and personalized feedback about their individual pattern of marijuana use, associated risks, aspirations and goals, and helpful resources at UNI and in the community. This assessment is available to all students through the Student Wellness Services website.

Completion of Marijuana eCHECKUP TO GO is typically required of students who violate UNI's AOD policy for marijuana use. These students are required to take the online
questionnaire then schedule a one-on-one consultation with professional staff at Student Wellness Services who will review their personalized feedback, offer education, and information and referral for substance abuse services / treatment. Marijuana eCHECKUP TO GO was designed specifically to help college students make safer and healthier choices, and hopefully, to minimize the risk of continued legal problems. Within the field of collegiate alcohol/drug prevention/education, this program is considered a model program based on sound research efficacy.

Prime for Life: Driving Unimpaired
Prime for Life is an extensive, 12-hour program that focuses on individual drinking choices. Students will learn about the amount and frequency of drinking that is considered low-risk, and learn how a family history of addiction increases the risk for alcoholism. The course also introduces signs of a drinking problem and highlights substance abuse resources that are available on and off campus. Students will also complete a self-assessment of their drinking and learn where they can access a more in-depth substance abuse evaluation. This course is provided locally by Hawkeye Community College, Pathways Behavioral Services, and Cedar Valley Recovery Services.

This course is often required by the courts for an OWI/DUI offense. Generally, Prime for Life is a sanction issued to students for a serious incident or multiple offenses of UNI’s AOD policy. A student who has suffered alcohol poisoning, or repeated negative consequences as a result of their drinking may be a good candidate for this program. The student would benefit from the group experience and interaction with others in the program may serve as an “eye-opener.”

Employee Assistance Program
For the 2016-2017 fiscal year, two employees self-referred to EAP services for alcohol concerns. The 2017-2018 fiscal year saw four self-referrals for alcohol. There were no mandatory referrals for alcohol or other drugs from July 1, 2016 - June 30, 2018. A total of five employees sought EAP services for concern for others addiction and one employee used EAP services for tobacco abuse/addiction in the timeframe of July 1, 2016 - June 30, 2018.

<table>
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<tr>
<th>Substance Abuse and Other Addictions</th>
<th>Count</th>
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<tr>
<td>Addictions - concern for other</td>
<td>5</td>
</tr>
<tr>
<td>Alcohol</td>
<td>6</td>
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<tr>
<td>Tobacco abuse/addiction</td>
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Counseling Center Individual Counseling
The Counseling Center utilizes an assessment tool Counseling Center Assessment of Psychological Symptoms (CCAPS-62) at the initial assessment appointment and CCAPS-32 at every fifth client session. The CCAPS-62 assesses for drug or alcohol use and CCAPS-32 only assess for alcohol use and does not contain any questions pertaining to drug use.
Clients also complete the Alcohol Use Disorders Identification Test (AUDIT) at the initial intake assessment. While the Counseling Center does not provide drug/alcohol abuse-related treatment, staff assist students in accessing the resources that best suit their needs and make referrals when needed.

The Counseling Center staff members are also available to consult with parents to strategize the best ways to support students contending with AOD issues.

ULifeline
UNI offers ULifeline, a mental health screening tool with information about mental health issues geared towards college students, and resources for learning more and getting help. Screening options include alcohol and drugs, depression, anxiety disorders, eating disorders, bipolar disorder, suicide, stress, cutting, and more. Students who wish to complete this screening tool may visit Ulifeline.org/uni and check out the Self-Evaluator.

Health Clinic Substance Abuse Referrals
All new patients visiting the UNI Student Health Clinic, and every semester thereafter, complete a questionnaire taken from SBIRT Iowa to screen for potential alcohol and drug problems. The AUDIT-C and a screening question about drug use is performed at the Kiosk. A more indepth screening via the AUDIT and/or DAST is then performed on positive questionnaires. An educational and resource information sheet is then given to students and a brief intervention takes place to help educate on the effects of alcohol and marijuana, as well as resources that can assist them with behavioral change. Referrals to Student Wellness Services, UNI Counseling Center, Quintline Iowa, and/or Pathways can be made for those students at high risk or those interested in behavioral change.

Group Presentations and Educational Workshops

In addition to professional Student Wellness Services staff providing health education, four to five student employees and graduate assistants were trained to facilitate a workshop entitled “Facts on Tap.” This presentation/workshop is designed to assist participants in making informed choices about consuming alcohol and reducing harm. Through a variety of activities and discussion, participants are able to identify:

- what one standard drink equals
- what can happen at different levels of blood alcohol concentration (BAC).
- moderation tips to prevent alcohol overdose/poisoning
- signs of alcohol overdose/poisoning
- how to put someone in the recovery position if noticed they had signs of alcohol overdose

This program was provided upon request to certain student populations (i.e. first-year students, international students, sororities/fraternities, athletes).
B.A.C. Zone Cards
Student Wellness Services offers UNI students the opportunity to order a free, customized B.A.C. ZONE card. B.A.C. ZONE cards are credit-card sized, laminated cards that students can use to plan ahead for drinking occasions. If students choose to drink, but want to stay safe at the same time, the cards can be used as a preventative tool to help them stay at or below the recommended blood alcohol concentration (BAC) of .05. A person’s BAC is greatly influenced by their sex assigned at birth and weight; hence, students can request a card that’s personalized for their sex assigned at birth and current weight. Students can order their free B.A.C. ZONE card by visiting the Student Wellness Services website and completing a request form.

Student Health Clinic
Group education regarding prescription medication use was offered by the UNI’s Nurse Psychiatric Practitioners.

RA Drug and Alcohol Education
Resident Assistants are provided CPR and First Aid education related to potential medical conditions involving drugs and alcohol. Additionally, RAs are educated on the potential violations of the Student Code of Conduct and the conduct process as outlined in the Student Code of Conduct. RAs provide programs related to drug and alcohol education through a partnership with Student Wellness. Additionally, RAs utilized bulletin boards and flyers to provide passive education to residents relative to drug and alcohol education.

UNI Police Programming
UNI Police have focused alcohol and drug prevention on presentations to the student body. The programming also focuses on safety for the individual and their friends. The department has consistently attempted to target the timeframes before homecoming and spring break when alcohol and drug abuse are apt to occur. The programming has taken place in the residence halls, Wellness and Recreation Center and Maucker Union. The events have been well attended.

Fraternity and Sorority Greek New Member Orientation
Student Wellness Services professional staff educate new fraternity and sorority members during their fall and spring Greek New Member Orientation regarding substance abuse prevention and active bystander intervention.

Northern Iowan student newspaper
Student Wellness Services writes monthly guest column articles for the Northern Iowan student newspaper. Several of these articles have been focused upon substance abuse prevention, safety in social settings, on-campus safety resources, and active bystander intervention.
Universal/Entire Population Based Programs

Student Success – Not Anymore™
Student Success Not Anymore is an online sexual assault prevention program that teaches students about sexual misconduct and interpersonal violence (including sexual violence, harassment, stalking, and dating/domestic violence).

This online program is required of all new, first-year and transfer students. Students must complete the course by the beginning of fall term with a score of 80 percent or higher on the post-test. The program takes students less than two hours to complete. Alcohol and sexual consent is a critical theme throughout this program. For example, content discussion includes the impact of alcohol on decision-making and communication, as well as a focus on empowering students to be pro-social, active bystanders. Through this review period, the following students completed the program:

During the 16-17 academic year, 2,975 new undergraduate and graduate students completed the required Student Success – Not Anymore™ – Sexual Assault Prevention online program.

During the 17-18 academic year, 2,833 new undergraduate and graduate students completed the required Student Success – Not Anymore™ – Sexual Assault Prevention online program.

eCHECKUP TO GO Online Program
The eCHECKUP TO GO programs are personalized, evidence-based, online interventions for alcohol & marijuana developed by counselors and psychologists at San Diego State University. Drawing on Motivational Interviewing (Miller & Rollnick, 2002) and Social Norms Theory (Perkins & Berkowitz, 1986), the eCHECKUP TO GO programs are designed to motivate individuals to reduce their consumption using personalized information about their own drinking or other drug use and risk factors. These interventions were designed to reduce levels of hazardous use and the tragic consequences that often follow (i.e. alcohol poisoning, poor academic performance, DUI injuries and death). The programs were designed and are updated with the most current and reliable research available. The eCHECKUP TO GO programs are currently in use on over 550 universities and colleges across in 49 states, Canada, Australia and Ireland. At UNI, eCHECKUP TO GO is utilized with students enrolled in the Cornerstone (freshmen students) course and the Strategies for Academic Success course (freshmen student athletes). Any student can utilize this program for free on the Student Wellness Services website.

Weekend SafeRide
The Weekend SafeRide provides weekend transportation between campus, downtown, and major housing areas. This is a free service for UNI students. The service is intended to provide an alternative mode of transportation for students who have been drinking. During the 2016-2017 and 2017-2018 academic years, the Weekend SafeRide ran every Friday and
Saturday night, from 9:55 PM to 2:00 AM, during those weeks in which classes were in session.

Student User Breakdown by month in academic years:

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**Social Marketing Campaigns**
Student Wellness Services provides on-going education to students via health promotion messages on various social media outlets (Twitter, Facebook, Instagram). Much focus is placed upon priority health topics such as: alcohol safety, sexual assault prevention, safety in social settings, spring break safety, and active bystander intervention. In addition, social media outlets are used to promote UNI health and safety resources.

**Passive Programming**
Student Wellness Services is involved in many tabling and displays across campus as a passive approach to create awareness and enhance education/prevention to the universal population. Examples of passive programming as it relates to substance abuse prevention and alcohol safety include: Spring Break and Homecoming Safety (alcohol safety, sexual assault prevention, safety in social settings, bystander intervention).

**Environmental/Socio-Ecological Based Programs**

**Substance-Free Activities**
UNI provides a healthy and stable support structure for students in addition to their regular academic routine. There are hundreds of programs offered by various departments and student organizations that promote health and wellness and are substance-free. The Maucker Union website offers an online involvement management system. This website calendar is
centralized and accessible to students, as is the Maucker Union building itself which hosts many student and employee activities and events that are substance-free. Intentional and collaborative programming between departments encourage student involvement with activities that are substance-free. Intentional and collaborative programming is also done for the first forty days of the fall semester as data shows that this is a time for determining true connections to a college or university, specifically by first year students. Participation is encouraged in activities that foster positive social, emotional, and physical well-being throughout the academic year. The concept is that by offering a variety of healthy outlets for students to be involved in, they will choose these activities over unhealthy or inappropriate ones.

Student Life and Event Services
Student Life and Event Services is responsible for co-curricular and extracurricular programming, in which all UNI students are encouraged to participate. In addition to working with all student organizations on campus, special emphasis is placed on the needs of the commuter student. Activities are designed to develop and refresh the body and mind in the form of entertainment, educational enrichment, cultural diversity and fine arts activities. The organizations listed under the Northern Iowa Student Government support these objectives.

Student Life serves as the "clearinghouse" for programming events on campus. They play an active role in assisting all clubs and organizations as they plan on- or off-campus events. Their office serves as advisors and facilitators for student clubs, organizations and Northern Iowa Student Government.

There is an EMS calendar online shows all the events happening in the building that is ongoing. A monthly (sometimes bi-monthly) newsletter is sent to student organization leaders/advisors about upcoming events. The office also does post/share student organization/campus events on our social media platforms.

Examples of activities/events include but are not limited to films, comedians, speakers, hypnotists, carnivals, picnics, service projects, and volunteering.

There are over 350 registered student organizations which host numerous events each year, the majority of which are substance free.

The only student organization events that are not substance free are the registered Fraternity and Sorority Life (FSL) events, of which these are heavily monitored. A Social Event Policy for the University of Northern Iowa Interfraternity and Panhellenic Councils is included as Appendix P.
Fraternity & Sorority Life Registered Social Events

Fall 2016
14 (Dry Events)
15 (3rd Party Vendor Events)
2 (BYOB Events)

Spring 2017
24 (Dry Events)
16 (3rd Party Vendor Events)
0 (BYOB Events)

Fall 2017:
45 (Dry Events)
18 (3rd Party Vendor Events)
1 (BYOB)

Spring 2018:
47 (Dry Events)
19 (3rd Party Vendor Events)
0 (BYOB)

Fall 2018:
49 (Dry Events)
20 (3rd Party Vendor Events)
0 (BYOB)

Spring 2019:
47 (Dry Events)
18 (3rd Party Vendor Events)
0 (BYOB)

Recreation Services
Recreation Services provides programs, services and facilities that encourage personal development and learning experiences through enjoyable sport and recreational opportunities. The Wellness/Recreation Center at the University of Northern Iowa is 244,000 square feet with over 60 pieces of cardio, fitness and strength equipment. It also supports an eight-lane, 25-yard long indoor pool, 10 multi purpose courts, six racquetball courts, three multi-purpose fitness classrooms, and a lounge area.
Students receive automatic membership through a mandatory recreation fee that is included in tuition. The facility is open Monday-Thursday 6:00am - 10:00pm with reduced hours on weekends, for students to use in a variety of both active and passive ways. Approximately 1700 students use the facility on a daily basis. A total of 180 students were employed in a variety of capacities at the Wellness/Recreation Center.

The Wellness/Recreation Center markets the concept of making choices that promote health, wellness, and fun for all students on campus. The goal of the Wellness/Recreation Center is to provide appropriate outlets for student involvement that are substance-free. Opportunities include:

- Approximately 50 fitness classes
- Lap swimming, swim instruction, and aquatic events
- Rock climbing wall
- Open gym
- Two floors of free weights and cardio equipment
- Lounge area
- Ping pong and racquetball

Recreation Services also hosts various intramural and club sports activities. Intramural Sports and Club Sports range from non-competitive to moderately competitive activities that are open to all students on campus. There is a variety of sports to provide diverse choices. Seasons are relatively short to encourage a larger participation level. Club Sports are initiated and managed by students with the assistance and guidance of campus recreation staff. These sport activities require little to no previous experience and are positive physical and social outlets for students.

Recreation Services also offers "Outdoor Adventure," a program that offers weekday and weekend programs including canoeing, spelunking, rock climbing, and camping. Experiences are designed to provide physical challenges, teamwork, and an appreciation for nature and the environment. All of these programs have an emphasis on healthy outlets where students can learn, enjoy and grow.

**Healthy Campus Coalition**

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

The HCC consists of individuals representing groups or departments that have a unique opportunity to assess and understand the needs, concerns, and interests of UNI’s diverse populations and to positively influence their health and well-being. In addition, the designated
representatives may bring a student representative to HCC meetings and activities. The following individuals served on the committee within the reporting timeframe:

- Lisa Krausman (Dept. of Residence/Dining)
- Allyson Rafanello (Dean of Students)
- Hunter Flesch (NISG)
- Katelyn Melcher (NISG)
- Emily Borcherding (Academic Learning Center)
- Monica Johnson (Individual Studios)
- Kristi Leen (Recreation Services)
- Keyah Levy (Wheaton Franciscan Healthcare)
- Jodie Huegerich (UNI Local Food Program)
- Lindsey Wagner (Student Disability Services)
- Angela Meeter (Student Health Clinic)
- Shawna Haislet (Student Wellness Services)
- Andrea Greve Coelho (Athletics)
- Alejandro Dominguez (RLC-Campbell Hall)
- Nick Mlodzik (RHA)
- Shelley O'Connell (Student Health Clinic)

The HCC focused on reviewing data and evaluating the alcohol and other drug (AOD) use at UNI. The group began with reviewing the top areas of concern utilizing the American College Health Association MAP-IT (Mobilize Assess Plan Implement Track) framework and the Healthy Campus 2020 Student Objectives. Healthy Campus 2020 provides 10-year national objectives for improving the health of all students, staff, and faculty on campuses nationwide. Healthy Campus 2020 is intended to provide institutions of higher education with a framework by which to identify priorities and mobilize action. In November of 2017, the committee identified their targeted focus as alcohol and other drug use prevention.

**Alcohol and Other Drug Program Analysis and Goals**

**Alcohol and Other Drug Comprehensive Goal Achievement and Objective Achievement for 2016-2018**

The bullets under each goal developed for this biennial review period of 2016 to 2018 were actions taken to meet the goal within that time period.

**Goal I: Increase student use of Alcohol eCHECKUP TO GO and Marijuana eCHECKUP TO GO as a universal intervention.**

- Student Wellness Services increased promotion of Alcohol eCHECKUP TO GO and Marijuana eCHECKUP TO GO with all UNI students through utilizing a variety of print and electronic health communication to promote these free intervention tools. Some
examples of promotion include: promotion within the Student Life newsletter, digital displays, quarter sheet handouts, social media marketing, Inside UNI, flyers, etc.).

- Alcohol eCHECKUP TO GO and Marijuana eCHECKUP TO GO was promoted through the Student Health Clinic medical and psychiatric providers as an intervention to refer students showing signs of substance use problems.
- Each Fall, all recruited student-athletes are encouraged to enroll in Strategies for Academic Success. As an assignment in this course, we have our students complete either the Alcohol eCheckup To Go or the Marijuana eCheckup To Go.
- Occasionally, as part of a disciplinary sanction, student-athletes will be instructed to complete either the Alcohol eCheckup To Go or the Marijuana eCheckup To Go.
- Pathways Behavioral Health Services promotes student use of Alcohol eCHECKUP TO GO and Marijuana eCHECKUP TO GO by referring low risk drinker to the online resource when providing monthly campus SBIRT screenings

Goal II: Increase tobacco and marijuana programming for students.

- Student Wellness Services incorporated the promotion of Quitline Iowa (program funded by the Iowa Department of Public Health that provides free support to quit smoking tobacco via phone, text messages, or email with trained coaches) during highly attended events (i.e. De-Stress Days).
- Infographic was developed with information regarding health risks, social impacts, resources/referral resources, tips to cut down on smoking, and helpful apps to reduce or quit a habit and for mental health self care.
- A representative from Pathways came to talk to Student Health Clinic providers and nurses as well as Student Wellness Services staff regarding alcohol and other drugs with particular emphasis on marijuana.
- Quitline information and cards were obtained in order to provide students with support who wish to quit tobacco use.

Goal III: Increase education regarding misuse of prescription drugs and harmful interactions of mixing alcohol with medicine.

- Student Wellness Services incorporated social media posts regarding harmful drug interactions and misuse of prescription drugs.
- The Student Health Clinic also incorporated social media posts regarding harmful drug interactions and misuse of prescription drugs.
- Student Health Clinic psychiatric providers provide individual specific education to students regarding alcohol and/or drug use along with their prescription medication.
- At the beginning of each academic year, all student-athletes are provided information about the misuse of prescription drugs. Additional information is provided to each team by their athletic trainer during team meetings.

Goal IV: Create a comprehensive strategic plan for UNI's AOD prevention program.

- A comprehensive strategic plan for UNI's AOD prevention program has been drafted.
- A Drug and Alcohol Abuse Prevention Plan has been developed in written format.
Alcohol and Other Drug 2016-2018 SWOT Analysis

Members of the Biennial Review Committee identified the following strengths, weaknesses, opportunities, and threats of the UNI drug and alcohol prevention program.

**Strengths related to AOD policies:**
- Policies are progressive, proactive and education focused. They are reviewed and revised according to need and purpose.
- Policies provide the ability to hold students and student organizations accountable for their behavior have an education focus on sanctions.
- The Office of the Dean of Students review sanctions yearly and could implement changes to sanction options yearly if needed.
- Staff from the Dean of Students and Department of Residence are well-trained on the policies and implementation via the conduct process.

**Weakness related to policies:**
- We tend to focus enforcement on a portion of students that live on-campus and have less ability to enforce incidents that occur off campus.

**Opportunities related to policies:**
- The Student Conduct code went through a minor revision in Fall 2017 with minor adjustments made to drug and alcohol policy language to permit the use of a Student Conduct Administrator in the adjudication process (as opposed to a conduct board hearing).

**Strengths related to programs/interventions:**
- BASICS, Alcohol eCheckup To Go, and Marijuana eCheckup To Go are theory-based, evidence informed and utilized best practices for sanctioned students.
- Intentional programming and events offered as alternatives during high-risk drinking times such as the first several weeks of the semester.
- AOD education and intervention programs are available ongoing throughout the year.
- AOD programs include data collected from the UNI ACHA NCHA and conducted every two years.
- SDIIRT Iowa implementation measures have increased the screening of alcohol and other drugs and have provided the opportunity for brief intervention and referral for treatment when necessary within the Student Health Clinic.

**Weakness related to programs/interventions**
- Need to increase student engagement.
- Need to increase the education and engagement of students regarding the prevention of alcohol overdose when they are freshmen.
- The BASICS and Marijuana eCheckup to Go programs are mostly being utilized by students who are sanctioned to complete these programs. Hence, we are missing students who have not been sanctioned, but are participating in high risk behavior.
- Lack of awareness by student population, staff/faculty, university and community of the goals/objectives set forth in this Biennial Review
- Need for additional programming targeting tobacco and marijuana use and prescription drug misuse.

Opportunities related to programs/interventions
- Education related to programming and intervention extended to off campus students which is the majority of our student population.
- NCAA CHOICES Grant-The NCAA CHOICES Alcohol Education Grant Program provides funding for NCAA member institutions and conferences to integrate athletics departments into campus-wide efforts to reduce alcohol abuse. NCAA CHOICES projects must partner athletics with other campus departments in the development and implementation of effective alcohol education projects.

Threats/Challenges related to programs/interventions
- Institutionally, we struggle to start the conversations related to alcohol that if you are not 21 you should not drink and marijuana is illegal, and we start the conversation with responsible use for everyone.

Recommendations for Next Biennium
- Partner with faculty to incorporate Alcohol eCheckup To Go and Marijuana eCheckup To Go into their program (i.e. Dimensions of Well-being, first-year classes, Fraternity and Sorority Life, athletics).
- Provide outreach to new freshmen and transfer students to participate in some type of alcohol education program (either online or in-person) that covers the following topics:
  - strategies to prevent alcohol overdose
  - signs of alcohol poisoning and how to help a friend
  - ways to turn down a drink
  - the effects of alcohol on the body
  - resources for support
- Increase education of AOD perceived use versus actual use.
- Increase circulation of the ACHA NCHA data across campus.
- Increase tobacco and marijuana programming to students.
- Increase education regarding misuse of prescription drugs and harmful interactions of mixing alcohol with medicine and caffeinated beverages.
- Improve AOD program data collection and evaluation.
- Start the next biennial review a year earlier so that goals and objects are based on more recent data and recommendations can have a more immediate impact.
Goals and Objectives for the Next Biennium
The following goals were developed by the Biennial Review Committee for the next biennium:

Goal I: Develop an alcohol and other drug task force/coalition to decrease underage drinking and the associated consequences.

Objectives:
1. Identify a Chairperson/Lead to develop an alcohol and other drug task force
2. Recruit a broad range of stakeholders and volunteers to serve on task force (faculty, staff, students, student leaders, community residents, business owners, law enforcement)
3. Join the Iowa Department of Public Health Division of Behavioral Health Bureau of Substance Abuse
4. Align with the College Hill Partnership

Goal II:
Promote responsibility and safety for students in alcohol and other drug abuse prevention education as indicated by reduced negative consequences on the NCHA.

Objectives:
1. Continue to educate students and parents during orientation regarding the alcohol and other drug policies and student conduct code
2. Continue to implement a responsible message including protective factors for students through social media, alcohol safety campaigns, workshops/presentations, and passive programming
3. Educate students of the potential negative consequences such as health, legal, economic, and academic

Goal III:
Develop and implement an alcohol and other drug use social norms campaign.

Objectives:
1. Gather data from 2017 UNI National College Health Assessment to use for social norms campaign regarding actual versus perceived use of alcohol and other drugs
2. Gather data from 2017 UNI National College Health Assessment to use for social norms campaign regarding protective factors
3. Use collected data to be incorporated into a consistent design and message that is recognizable and engaging for students to look at
4. Ask for student input/feedback
5. Work with graphic designer to create design images
6. Share images with stakeholders for recommended changes/revisions
7. Make changes/revisions as indicated and finalize
8. Collaborate with other departments to share in presenting the social norms
9. Run campaign through mass media marketing, including social media, with the aid of various and numerous departments across campus
From: Dean Of Students <m1621001@uni.edu>
Date: Fri, Sep 8, 2017 at 11:51 AM
Subject: Annual Notification from the Dean of Students
To: Leslie Williams <leslie.williams@uni.edu>

Welcome UNI Students,

I hope you have had a successful start to the fall semester and that you are enjoying your experiences at the University of Northern Iowa.

Various state and federal laws require the University of Northern Iowa to provide information and notice to you on a variety of policies and procedures. You should receive this message only once each semester. Please review and retain this message for future reference. Consumer information that is required by law to be made available may be found here.

It is your responsibility to know and follow current requirements and procedures at all levels of the university. Information about key resources, student conduct policies, student rights, and other matters affecting you are described in detail in the Student Conduct Resources.

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The UNI Alert System notifies you of emergencies and threats: tornado, violence, hazardous material incident, cancelled classes, university closure, etc. Notification is by cell phone, landline phone, e-mail and/or text-message. If you want to change your emergency contact information, log in to MyUNiverse and click on "Update My Personal Information/UNI Alert" tab. You are the only person who can update this information. Please review it carefully. You are encouraged to update your UNI Alert notification to text messages, as you are likely to receive these the quickest.

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EMAIL
All students are provided with a UNI email account. All official UNI communications, including u-bill notifications, are sent to your UNI email account, so it is important that it is checked often. Email is considered an official form of communication with you. If you want to forward your UNI email to another account, click here.

UPDATE GENDER IDENTITY
As part of our work to make campus a more inclusive place for all of our students, we now offer students the opportunity to self-identify their gender in addition to their legal sex. You should update your gender identity through MyUNiverse under the "Update My Personal Information" tab. Those who do not update their gender will have it recorded as "Prefer not to answer." If you have further questions contact the LGBT* Center at 273-5428 or stop by 111 Maucker Union to visit.

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UNI publishes an Annual Security & Fire Report. The report contains information regarding campus safety and security including crime prevention, crime reporting policies, drug and alcohol abuse, sexual assault and student disciplinary procedures. The report also contains the three previous years' crime and fire statistics for on-campus locations and certain off-campus locations owned or controlled by UNI. To obtain a copy of the report, visit the UNI Public Safety, 030 Gilchrist Hall, 273-2712 or click here.

RECORDS AND PRIVACY
The Family Educational Rights and Privacy Act (also referred to as FERPA) guarantees you certain rights with respect to your educational records.
You have four basic rights under FERPA, which include:
• To be notified of your FERPA rights at least annually.
• To inspect and review your records.
• To amend an incorrect record.
• To not have records disclosed without your consent (with exceptions).

A school may disclose, without consent, "directory information," such as your name, address, telephone number, birthday, honors and awards, and dates of attendance. For more information related to FERPA at UNI, click here.

SEXUAL ASSAULT, TITLE IX, & MISCONDUCT CONCERNS
The University of Northern Iowa is committed to providing a safe living and learning environment for you. Maintaining this type of environment requires that any sexual behavior of students be consensual. The university provides comprehensive support and services for students harmed by violence, and works toward creating an environment that is intolerant of violence and supportive of victims. Special emphasis is placed on violence prevention, providing support for those who may have been victimized, and ensuring a vigorous enforcement of institutional policy and law. The following resources are available to you:

Safety Website
• Provides information on the Discrimination, Harassment, and Sexual Misconduct Policy, how to file a report and options for support.

Riverview Center, (888) 557-0310- Hotline or (563) 231-1285 - UNI Campus Coordinator
• Serves as the University’s primary provider for advocacy services for survivors of sexual assault and has an on-campus presence. This replaces the services previously provided through Student Wellness Services. Offers confidential advocacy for sexual assault victims 24 hours a day, 7 days a week.
• For those looking for sexual assault prevention activities, including classroom speakers and presentations for student organizations, please use the Request a Presentation link at safety.uni.edu, call OCEM at 3.2845, or email equity@uni.edu and they will be glad to make arrangements for you.

Waypoint Services, (800) 208-0388
• Offers confidential advocacy for relationship violence 24 hours a day, 7 days a week.

UNI Police, 30 Gilchrist Hall, 273-2712
• Assists students in determining whether a crime was committed and what options are available for a victim to pursue.

Title IX Officer, Office of Compliance and Equity Management, 117 Gilchrist, 273-2846
• UNI encourages those who have experienced any form of sexual harassment or assault to report the incident to the Title IX Officer or any of the Title IX Deputy Coordinators. Separate criminal charges may be pursued by contacting UNI Police at 273-2712.

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• Discrimination, Harassment, and Sexual Misconduct
• Drugs and Alcohol
• Equal Opportunity and Non-Discrimination
• Accommodations of Disabilities
• Violations of Digital Copyrights (e.g. music, video, gaming, downloads, etc.)
• Student Rights
• Student Conduct Code
ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES
No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the University, or be subjected to unlawful discrimination by the University. This applies to all aspects of campus activities including employment, education, student programming, and services provided to the community at-large.

If you are pregnant or parenting, you cannot be excluded from participating in any part of UNI’s educational program (academic or extracurricular). You must be treated in the same way that we treat similarly situated students who have temporary medical conditions. Absences related to pregnancy or childbirth must be excused for as long as your physician deems it medically necessary. When you return to school, you must be allowed to return to the same academic or extracurricular status as before you began your medical leave.

In order to arrange accommodations, contact Student Disability Services.

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RESOURCES FOR ALCOHOL & DRUG USE CONCERNS
There are many preventative and supportive services for you concerning alcohol and other drug use. All of these services are confidential. You may seek consultation when you are concerned about your own substance use or that of a partner, family member or friend, or about a recent incident/arrest.

Substance Abuse Services, 104 Wellness Recreation Center, 273-3423
• For consultation and referrals, substance abuse evaluations, and educational interventions.
Counseling Center, 103 Student Health Center, 273-2876
* Provides individual and group counseling, consultations, and referrals.

Student Health Clinic, 016 Student Health Center, 273-2009
* Offers evaluation of injuries, general medical care, urgent care, and pharmacological therapies.

ALCOHOL & DRUG POLICY
It is the policy of the University of Northern Iowa and the Board of Regents to provide a drug-free workplace and learning environment. Alcohol and drug abuse pose a threat to the health and safety of University faculty, staff, students, and visitors. In compliance with the Drug-Free Workplace Act of 1988, the University of Northern Iowa is committed to the elimination of drug and alcohol abuse in the workplace. Alcohol and drug prevention programs include policy enforcement, education programs, and treatment services. The full policy may be found here.

If you violate this policy you may receive any of a number of sanctions, including an official warning, conduct probation, suspension, expulsion, or referral for prosecution and may be required to pay for any damages you caused. Depending upon the circumstances, participation in an educational program and/or a treatment program may also be required.

IOWA LAWS CONCERNING ALCOHOL
State law prohibits:
* Consuming or possessing an alcoholic beverage in a public place
* Possessing an open or unsealed container in a motor vehicle within the immediate reach of the driver
* Public intoxication or pretending to be intoxicated
* Giving or selling alcohol to someone under age 21 or who is intoxicated
* Lending or permitting someone to use your driver's license so that they can obtain alcohol

Each of the above violations is a simple misdemeanor offense punishable by up to 30 days imprisonment and a fine of at least $50, but not more than $500.

Fake ID:
Anyone under 21 who alters, displays, or possesses a fictitious or fraudulently altered license and uses it to purchase alcohol can lose their driver's license for up to 6 months.

Minor in Possession (MIP):
It is illegal to consume, possess or purchase alcohol if you are under 21.
* First Offense MIP - $200 fine + court costs and surcharge = $330
* Second Offense MIP - $500 fine AND completion of a substance abuse evaluation or driver's license revocation for up to one year
* Third or subsequent Offense MIP - $500 fine and license suspension for up to one year

Operating While Intoxicated (OWI):
* Deferred Judgment is available only to a first offender who was not involved in a personal injury crash, who consented to the test and whose test result was less than .15.
  * Jail/Prison and Fine Minimums:  
    o 1st offense - 48 hours jail / $1,250 fine (reductions possible)
    o 2nd offense - 7 days jail / $1,850 fine
    o 3rd offense - 30 days jail or commit to prison (5 years maximum) / $3,125 fine
  * Driver's License Sanctions:
    o .02 violation (applies to persons under 21) - revocation of 60 days, second or subsequent violation is 90 days, no work permit is provided plus $200 victim reparation fee and $40 reinstatement fee
    o 1st offense (defendant consented to test) - revocation of 180 days
    o Subsequent violations result in harsher sanctions up to losing your vehicle.

HEALTH-RISKS OF ALCOHOL CONSUMPTION:
* Violence: Fights, vandalism, sexual assaults, homicide, and suicide are far more likely when drinking is involved.
* Unprotected sex: Safer sex practices are often abandoned when drinking, which can result in unplanned pregnancy and/or sexually transmitted disease infection.
Appendix A

- Serious injury: Most fatal automobile accidents involve alcohol use.
- Death from overdose.
- Addiction: If you have a family history of addiction, you have significantly increased risk for addiction.
- Lowered resistance to disease/illness.
- Increased risk of ulcers, heart disease, and multiple forms of cancer.
- Alcohol consumption during pregnancy can cause a range of physical deformities, brain damage and mental retardation.

HEALTH RISKS OF ILLEGAL DRUGS:
Marijuana: Possible long-term effects include apathy, lung disease, heart disease, stroke cancer and addiction. Marijuana use significantly impairs driving skills.

Stimulants: Possible long-term effects include anxiety, confusion, insomnia and psychotic symptoms, such as paranoia. Stimulants increase wakefulness and physical activity and decrease appetite. An overdose can be lethal.

Hallucinogens: Possible long-term effects include flashbacks & psychosis. The effects of hallucinogens are unpredictable and can vary dramatically based upon setting/environment. During "bad trips", the user generally feels panicked, confused, paranoid, and out of control.

For additional information and penalties for drug law violations read here.

SALES AND SOLICITATION
Sales persons or agents for any product, service, proposition, or cause are prohibited from soliciting employees or students on University property or by campus mail systems. This prohibition applies to employees and students as well as off-campus organizations and individuals. The full policy can be read here.

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The Office of the Dean of Students is committed to helping you succeed. We value and support the rights of individuals to express views and opinions, to associate freely with others, and to live, work, and assemble peacefully. Please feel free to contact our office if you have any questions or concerns.

Thank you and have a great semester!
Annual Notification from the Dean of Students

1 message

Dean Of Students <m1621001@uni.edu> Tue, Sep 13, 2016 et 3:11 PM
Reply-To: DeanOfStudents@uni.edu
To: all-enrolled-uni-students@lists.uni.edu
Cc: Leslie Williams <leslie.williams@uni.edu>
Bcc: Leah Gutknecht <leah.gutknecht@uni.edu>, Janice Hanish <jan.hanish@uni.edu>, Connie Smith <connie.smith@uni.edu>

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STUDENT WELLNESS SERVICES

Learning new ways to lead a healthy, balanced life as a UNI student is as easy as reading Student Health 101 (SH101), a free monthly e-magazine offered by Student Wellness Services. Each interactive issue covers topics that impact student success, such as sleep habits, working out, body image, mental health, stress, and money management. By reading SH101, you can become more connected to UNI and stay updated on upcoming wellness events on campus. View the magazine and click on the SH101 logo.

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Thank you and have a great semester!

Leslie K. Williams, Ed.D.
Dean of Students

--

The Office of the Dean of Students
University of Northern Iowa
118 Gilchrist Hall
Cedar Falls, Iowa 50614-0010

Tel: 319.273.2332
Fax: 319.273.5832
deanofstudents@uni.edu
www.uni.edu/deanofstudents

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Disclaimer: If you are not the intended recipient of this message, please know it contains privileged and confidential information. Any disclosure or copying of this communication or use of its contents is strictly prohibited. If you have received this communication in error, please notify me immediately by return email or by calling the above phone number and delete this message from your system. Thank you.
Dear UNI Employee,

Welcome back to campus! I hope your academic year is off to a great start. At UNI, we place value in maintaining a positive environment for all members of our University community. A number of federal laws require the University to disseminate related policies to faculty and staff on an annual basis. Please review the information below as it contains some important updates related to these policies.

**Discrimination, Harassment, and Sexual Misconduct Policy** ([https://polices.uni.edu/1302](https://polices.uni.edu/1302))
The University is committed to achieving fairness and equity in all aspects of the educational enterprise and therefore prohibits discrimination, harassment, sexual misconduct, and retaliation under this policy. This policy applies regardless of the status of the parties involved, who may be members or non-members of the campus community, students, student organizations, faculty, administrators, and/or staff.

If you are aware of or witness discrimination, harassment, sexual misconduct, or retaliation report the incident to the Title IX Officer or a Title IX Deputy Coordinator in accordance with the policy. Refer to safety.uni.edu for additional information on resources and reporting options, including on-line reporting.

Online educational programs related to this policy are available at wecomply.uni.edu. Sign in with your CAT ID and pass phrase to view the training programs assigned to you. It is recommended that you complete the online training or attend an OCEM sponsored training at least once every other year.

In addition, please be aware that Riverview Center is now serving as our primary provider of advocacy services for survivors of sexual assault and has an on-campus presence. This replaces the services previously provided through Student Wellness Services. For those looking for sexual assault prevention activities, including classroom speakers and presentations for student organizations, please use the Request a Presentation link at safety.uni.edu, call OCEM at 3.2846, or email equity@uni.edu and we will be glad to make arrangements for you.

**Accommodations of Disabilities Policy** ([https://polices.uni.edu/1315](https://polices.uni.edu/1315))
No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the University, or be subjected to unlawful discrimination by the University. This policy applies to all aspects of campus activities including employment, education, student programming, and services provided to the community at-large.

**Affirmative Action Policy** ([https://polices.uni.edu/1391](https://polices.uni.edu/1391))
The University is committed to a policy of equal opportunity in employment, retention, and advancement of employees without regard to age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, veteran status, or any other basis protected by federal and/or state law, except in rare instances where sex may be a bona fide occupational requirement, and to a policy of affirmative action for protected classes. Affirmative action entails special efforts by the University community to recruit and hire protected class members throughout the University, proportionate to their availability in the relative labor market. These policies apply to all positions in the University.

**Equal Opportunity and Non-Discrimination Statement** ([https://polices.uni.edu/1303](https://polices.uni.edu/1303))
The United States Department of Education’s Office for Civil Rights (OCR) requires that a notice of nondiscrimination be prominently displayed in any publications used in connection with recruitment of students or employees. Please note that this applies to electronic formats as well. Refer to the policy to view the University’s approved statement.

**Dear Colleague Letters (DCLs)**
Occasionally, the federal Office for Civil Rights (OCR) issues letters as reminders and/or guidance addressing specific types of discrimination and harassment. Relevant DCLs are posted to the OCEM web site.

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The following information is being provided on behalf of Human Resource Services to comply with the Federal Drug-Free Schools and Campus Regulations.

**Drug-Free Workplace and Schools Policy** ([https://polices.uni.edu/413](https://polices.uni.edu/413))
It is the policy of the University of Northern Iowa and the Board of Regents to provide a drug-free workplace and learning environment. Alcohol and drug abuse pose a threat to the health and safety of University faculty, staff, students, and visitors. In compliance with the Drug-Free Workplace Act of
1988, the University of Northern Iowa is committed to the elimination of drug and alcohol abuse in the workplace. In compliance with the provisions of the Drug Free Schools and Communities Act Amendments of 1989, alcohol and drug prevention programs include policy enforcement, education programs, and treatment services.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance by employees and students on property owned or leased by the University of Northern Iowa or in conjunction with a University-sponsored activity is prohibited. See also UNI policy 13.10 Alcohol and Drugs.

In accordance with the Drug-Free Workplace Act of 1988, employees must report any conviction under a criminal drug statute for a violation occurring while conducting official business on or off University premises, within 5 days of the conviction to the department head. The department head may consult with the Director of Human Resources. See also 3.03 Personal Conduct Rules.

Additional information and resources can be found at: [https://hrs.uni.edu/sites/default/files/mybenefits/drugs_alcohol_policy_brochure.pdf](https://hrs.uni.edu/sites/default/files/mybenefits/drugs_alcohol_policy_brochure.pdf) If you have questions, please contact Melissa Ward, Employee Leave & Accommodations Coordinator, at melissa.ward@uni.edu or 273.6164.

Thank you for acquainting yourself with the information provided and for helping to make our campus welcoming to everyone. Feel free to contact me with any questions.

**Subject:** Annual Policy Notifications  
**Date:** Tue, 13 Sep 2016 14:59:25 -0600  
**From:** Leah Gutknecht <leah.gutknecht@uni.edu>  
**To:** annual-policy-notifications@lists.uni.edu

Dear UNI Employee,

Welcome back to campus! As we embark on a new and exciting year at UNI, please allow this message to serve as a reminder of the importance of maintaining a positive environment for all members of our University community. A number of federal laws require the University to disseminate related policies to faculty and staff on an annual basis. Please review the information below and familiarize yourself with these important policies. These policies are updated as needed; current versions are maintained on the University Policy ([www.uni.edu/policies](http://www.uni.edu/policies)) web site.

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Affirmative Action Policy (www.uni.edu/policies/1301)
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Additional information and resources can be found at: http://www.uni.edu/hr/employee_file/benefits/drugs_alcohol_policy_brochure.pdf. If you have questions, please contact Theresa Calleghan, Employee Health and Well-being Coordinator, at theresa.calleghan@uni.edu or 273.6164.
Thank you in advance for acquainting yourself with the information provided and for helping to make our campus welcoming to everyone.

Leah Gutknecht
Assistant to the President
Title IX Officer
Office of Compliance and Equity Management
University of Northern Iowa
117 Gilchrist
Cedar Falls IA 50614-0028
319.273.2846
Health Risks of Alcohol Consumption

- Health Risks of Alcohol Consumption

Procedure

Purpose

Appendix C
4.13 Drug-Free Workplace and Schools

Purpose:
This policy is intended to serve in maintaining the health and safety of the University’s faculty, staff, students, and visitors, in addition to providing the practice and procedure for managing issues regarding drug and alcohol abuse in the workplace and on campus.

Policy Statement:
It is the policy of the University of Northern Iowa and the Board of Regents to provide a drug-free workplace and learning environment. Alcohol and drug abuse pose a threat to the health and safety of University faculty, staff, students, and visitors. In compliance with the Drug-Free Workplace Act of 1988, the University of Northern Iowa is committed to the elimination of drug and alcohol abuse in the workplace. In compliance with the provisions of the Drug Free Schools and Communities Act Amendments of 1989, alcohol and drug prevention programs include policy enforcement, education programs, and treatment services.

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Procedure:

Employees
All employees are expected and required to report to work in an appropriate condition to carry out their responsibilities. In particular:

1. While performing work for the University, operating any University vehicle, or conducting University business, faculty and staff are prohibited from using, being under the influence of, possessing, buying, selling, manufacturing or dispensing an illegal drug (to include possession of drug paraphernalia). Any illegal drugs or drug paraphernalia found on University property will be turned over to University Police and may result in criminal prosecution.

2. Employees are prohibited from being impaired or under the influence of legal drugs and/or alcohol, including prescription medication, if such impairment or influence adversely affects the employee’s work performance, the safety of the employee or others, or creates an unnecessary risk for the University. If taking necessary medication could compromise workplace safety or affect work performance, the employee is responsible for communicating with his/her supervisor to evaluate temporary job modification/re-assignment during the course of the treatment.

Employees who violate this policy may be referred for an educational/treatment program and may be subject to disciplinary action including a formal reprimand, being placed on enforced leave status, suspension, termination and/or referral for prosecution. Employee policy violations shall be addressed by the supervisor, in conjunction with the Director of Human Resource Services and/or the Associate Provost for Faculty. See also employee handbooks: Merit, P&S, and the Faculty Resource Guide.

Students
Students who violate this policy may be referred for an educational/treatment program and may be subject to disciplinary action in accordance with the policies and procedures outlined in the Student Conduct Code. The Dean of Students or a student conduct administrator will determine if the student is responsible for violating this policy and will impose appropriate sanctions. Sanctions may include warning, probation, suspension, expulsion, and other discretionary sanctions. See also Student Conduct Code.

Employee Assistance Program
Drug and alcohol abuse can lead to adverse health effects, legal ramifications, and may negatively impact work performance. The University offers an Employee Assistance Program designed to assist UNI employees and their families with problems affecting personal relationships, health, and work
performance. All services are confidential. For more information on the Employee Assistance Program contact Human Resource Services.

Student Assistance & Resources
Student Wellness Services
16 Student Health Center, (319) 273-2009
Consultation and referrals for substance abuse-related problems.

Health and Recreation Services
104 Wellness and Recreation Center, (319) 273-3423
Preventative and supportive services for students concerning alcohol and other drug use.

Counseling Center.
Health and Recreation Services
103 Student Health Center, (319) 273-2676
Individual counseling, consultations and referrals.

Student Health Clinic.
Health and Recreation Services
16 Student Health Center, (319) 273-2009
Consultation and referrals for substance abuse-related problems.

UNI Police.
30 Gilchrist Hall, (319) 273-2712
UNI Police are committed to providing a safe campus environment.

Local Hospitals
All local hospitals provide 24-hour emergency medical services.

Sartori Hospital
515 College St.
Cedar Falls, IA
50613
(319) 268-3090

Allen Hospital
1825 Logan Avenue
Waterloo, IA
50703
(319) 235-3697

Covenant Medical Center
3421 West 9th St
Waterloo, IA 50702
(319) 272-7050

The University’s contact for any question regarding this policy for Students is the Substance Abuse Services Coordinator, telephone (319) 273-3423. The University’s contact for any question regarding this policy for Employees is the Employee Disability and Leave Coordinator, telephone (319) 273-6164. Information can also be found on the Human Resource Services web page, and the Wellness web page.

### Appendix E

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>ON CAMPUS</th>
<th>RESIDENCE HALLS</th>
<th>TOTAL ON CAMPUS*</th>
<th>NON CAMPUS</th>
<th>PUBLIC PROPERTY</th>
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<td></td>
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<td>1</td>
<td>0</td>
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</tr>
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<td>2</td>
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<td>2014</td>
<td>6</td>
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</tr>
</tbody>
</table>

**Hate Crimes***

2016 - One (1) on-campus intimidation characterized by race bias.

- One (1) on-campus vandalism characterized by national origin bias.

2015 - One (1) off-campus intimidation incident characterized by race bias.

2014 - No Hate Crime reported.
C. Academic Impacts

Within the last 12 months, students reported the following factors affecting their individual academic performance, defined as: received a lower grade on an exam, or an important project; received a lower grade in the course; received an incomplete or dropped the course; or experienced a significant disruption in thesis, dissertation, research, or practicum work; (listed alphabetically):

- Alcohol use: 3.4%
- Allergies: 1.0%
- Anxiety: 20.2%
- Assault (physical): 0.2%
- Assault (sexual): 1.0%
- Attention Deficit/Hyperactivity Disorder: 4.7%
- Cold/Flu/Sore throat: 11.1%
- Concern for a troubled friend or family member: 5.5%
- Chronic health problem or serious illness: 2.1%
- Chronic pain: 1.3%
- Death of a friend or family member: 4.7%
- Depression: 13.1%
- Discrimination: 0.8%
- Drug use: 1.2%
- Eating disorder/problem: 0.6%
- Finances: 4.8%
- Gambling: 0.2%
- Homesickness: 4.5%
- Injury: 0.7%
- Internet use/computer games: 6.5%
- Learning disability: 1.7%
- Participation in extracurricular activities: 7.4%
- Pregnancy (yours or partner's): 0.4%
- Relationship difficulties: 6.7%
- Roommate difficulties: 4.9%
- Sexually transmitted disease/infection (STD/I): 0.2%
- Sinus infection/Ear infection: 4.6%
- Bronchitis/Strep throat: 4.6%
- Sleep difficulties: 14.8%
- Stress: 24.6%
- Work: 10.5%
- Other: 0.8%

D. Tobacco, Alcohol and Marijuana Use

Reported use versus perceived use - reported use for all students within the past 30 days compared with how often students perceived the typical student on campus used substances within the same time period. The last line of each table combines all categories of any use in the last 30 days.

### Cigarette

<table>
<thead>
<tr>
<th>Percent (%)</th>
<th>Actual Use</th>
<th>Perceived Use</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>Never used</td>
<td>77.5</td>
<td>85.4</td>
</tr>
<tr>
<td>Used, but not in the last 30 days</td>
<td>14.9</td>
<td>11.3</td>
</tr>
<tr>
<td>Used 1-9 days</td>
<td>5.4</td>
<td>2.5</td>
</tr>
<tr>
<td>Used 10-29 days</td>
<td>1.9</td>
<td>0.3</td>
</tr>
<tr>
<td>Used all 30 days</td>
<td>0.3</td>
<td>0.5</td>
</tr>
<tr>
<td>Any use within the last 30 days</td>
<td>7.6</td>
<td>3.4</td>
</tr>
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</table>

### E-Cigarette

<table>
<thead>
<tr>
<th>Percent (%)</th>
<th>Actual Use</th>
<th>Perceived Use</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>Never used</td>
<td>80.4</td>
<td>89.1</td>
</tr>
<tr>
<td>Used, but not in the last 30 days</td>
<td>15.7</td>
<td>9.2</td>
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<tr>
<td>Used 1-9 days</td>
<td>3.2</td>
<td>1.4</td>
</tr>
<tr>
<td>Used 10-29 days</td>
<td>0.3</td>
<td>0.3</td>
</tr>
<tr>
<td>Used all 30 days</td>
<td>0.3</td>
<td>0.0</td>
</tr>
<tr>
<td>Any use within the last 30 days</td>
<td>3.8</td>
<td>1.7</td>
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</table>
### Tobacco from a water pipe (hookah)

<table>
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<th></th>
<th>Actual Use</th>
<th></th>
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<th>Perceived Use</th>
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</thead>
<tbody>
<tr>
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<td>Percent (%)</td>
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<td>Female</td>
<td>Total</td>
<td>Male</td>
<td>Female</td>
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<tr>
<td>Never used</td>
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<td>88.9</td>
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<td>Used, but not in the last 30 days</td>
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<td></td>
<td>2.5</td>
<td>3.2</td>
<td>2.9</td>
</tr>
<tr>
<td>Any use within the last 30 days</td>
<td>1.0</td>
<td>1.1</td>
<td>1.1</td>
<td></td>
<td>58.0</td>
<td>68.0</td>
<td>65.3</td>
</tr>
</tbody>
</table>

### Alcohol

<table>
<thead>
<tr>
<th></th>
<th>Actual Use</th>
<th></th>
<th></th>
<th></th>
<th>Perceived Use</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Percent (%)</td>
<td>Male</td>
<td>Female</td>
<td>Total</td>
<td>Male</td>
<td>Female</td>
<td>Total</td>
</tr>
<tr>
<td>Never used</td>
<td>16.5</td>
<td>14.6</td>
<td>14.9</td>
<td></td>
<td>1.6</td>
<td>1.2</td>
<td>1.3</td>
</tr>
<tr>
<td>Used, but not in the last 30 days</td>
<td>14.0</td>
<td>14.3</td>
<td>14.6</td>
<td></td>
<td>1.0</td>
<td>1.5</td>
<td>1.3</td>
</tr>
<tr>
<td>Used 1-9 days</td>
<td>56.8</td>
<td>62.3</td>
<td>60.5</td>
<td></td>
<td>48.6</td>
<td>37.2</td>
<td>40.3</td>
</tr>
<tr>
<td>Used 10-29 days</td>
<td>11.4</td>
<td>8.4</td>
<td>9.4</td>
<td></td>
<td>39.7</td>
<td>46.4</td>
<td>44.5</td>
</tr>
<tr>
<td>Used all 30 days</td>
<td>1.3</td>
<td>0.4</td>
<td>0.6</td>
<td></td>
<td>9.2</td>
<td>13.7</td>
<td>12.5</td>
</tr>
<tr>
<td>Any use within the last 30 days</td>
<td>69.5</td>
<td>71.0</td>
<td>70.5</td>
<td></td>
<td>97.5</td>
<td>97.3</td>
<td>97.3</td>
</tr>
</tbody>
</table>

### Marijuana

<table>
<thead>
<tr>
<th></th>
<th>Actual Use</th>
<th></th>
<th></th>
<th></th>
<th>Perceived Use</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Percent (%)</td>
<td>Male</td>
<td>Female</td>
<td>Total</td>
<td>Male</td>
<td>Female</td>
<td>Total</td>
</tr>
<tr>
<td>Never used</td>
<td>69.2</td>
<td>74.0</td>
<td>72.5</td>
<td></td>
<td>7.9</td>
<td>4.3</td>
<td>5.3</td>
</tr>
<tr>
<td>Used, but not in the last 30 days</td>
<td>14.9</td>
<td>16.9</td>
<td>16.8</td>
<td></td>
<td>10.2</td>
<td>8.0</td>
<td>8.4</td>
</tr>
<tr>
<td>Used 1-9 days</td>
<td>8.6</td>
<td>6.7</td>
<td>7.1</td>
<td></td>
<td>54.6</td>
<td>47.4</td>
<td>49.4</td>
</tr>
<tr>
<td>Used 10-29 days</td>
<td>4.8</td>
<td>1.7</td>
<td>2.5</td>
<td></td>
<td>21.3</td>
<td>29.4</td>
<td>27.5</td>
</tr>
<tr>
<td>Used all 30 days</td>
<td>2.5</td>
<td>0.7</td>
<td>1.1</td>
<td></td>
<td>6.0</td>
<td>10.8</td>
<td>9.4</td>
</tr>
<tr>
<td>Any use within the last 30 days</td>
<td>15.9</td>
<td>9.1</td>
<td>10.7</td>
<td></td>
<td>81.9</td>
<td>87.6</td>
<td>86.3</td>
</tr>
</tbody>
</table>

### Drinking and Driving

1.7% of college students reported driving after having **5 or more drinks** in the last 30 days.*

24.5% of college students reported driving after having **any alcohol** in the last 30 days.*

*Students responding "N/A, don't drive" and "N/A don't drink" were excluded from this analysis.

Estimated Blood Alcohol Concentration (or eBAC) of college students reporting 1 or more drinks
the last time they "partied" or socialized. **Students reporting 0 drinks were excluded from the analysis.**
Due to the improbability of a student surviving a drinking episode resulting in an extremely high eBAC, all students with an eBAC of 0.50 or higher are also omitted from these eBAC figures.

eBAC is
an estimated figure based on the reported number of drinks consumed during the last time they
"partied" or socialized, their approximate time of consumption, sex, weight, and the average
rate of ethanol metabolism.

<table>
<thead>
<tr>
<th></th>
<th>Actual Use</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Percent (%)</td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>&lt;.08</td>
<td>66.4</td>
<td>66.9</td>
<td>66.8</td>
</tr>
<tr>
<td>&lt;.10</td>
<td>73.6</td>
<td>75.9</td>
<td>75.4</td>
</tr>
</tbody>
</table>
### Reported number of drinks consumed the last time students "partied" or socialized. Only students reporting one or more drinks were included.

<table>
<thead>
<tr>
<th>Number of drinks*</th>
<th>Percent (%)</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 or fewer</td>
<td>39.1</td>
<td>59.4</td>
<td>54.5</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>13.4</td>
<td>12.3</td>
<td>12.6</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>11.8</td>
<td>11.5</td>
<td>11.5</td>
<td></td>
</tr>
<tr>
<td>7 or more</td>
<td>35.7</td>
<td>16.7</td>
<td>21.4</td>
<td></td>
</tr>
</tbody>
</table>

| Mean | 6.44 | 4.40 | 4.90 |
| Median | 5.00 | 4.00 | 4.00 |
| Std Dev | 4.78 | 2.74 | 3.47 |

* Students reporting 0 drinks were excluded.

### Reported number of times college students consumed five or more drinks in a sitting within the last two weeks:

<table>
<thead>
<tr>
<th>Percent (%)</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A don't drink</td>
<td>21.7</td>
<td>18.3</td>
<td>19.2</td>
</tr>
<tr>
<td>None</td>
<td>32.8</td>
<td>47.9</td>
<td>44.4</td>
</tr>
<tr>
<td>1-2 times</td>
<td>29.3</td>
<td>27.2</td>
<td>27.5</td>
</tr>
<tr>
<td>3-5 times</td>
<td>13.7</td>
<td>5.7</td>
<td>7.7</td>
</tr>
<tr>
<td>6 or more times</td>
<td>2.5</td>
<td>0.9</td>
<td>1.3</td>
</tr>
</tbody>
</table>

### Percent of college students who reported using prescription drugs that were not prescribed to them within the last 12 months:

<table>
<thead>
<tr>
<th>Percent (%)</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Antidepressants</td>
<td>3.2</td>
<td>3.2</td>
<td>3.3</td>
</tr>
<tr>
<td>Erectile dysfunction drugs</td>
<td>1.0</td>
<td>0.5</td>
<td>0.6</td>
</tr>
<tr>
<td>Pain killers</td>
<td>6.0</td>
<td>3.5</td>
<td>4.3</td>
</tr>
<tr>
<td>Sedatives</td>
<td>4.1</td>
<td>2.8</td>
<td>3.2</td>
</tr>
<tr>
<td>Stimulants</td>
<td>11.5</td>
<td>6.0</td>
<td>7.3</td>
</tr>
</tbody>
</table>

### Used 1 or more of the above

<table>
<thead>
<tr>
<th>Percent (%)</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.2</td>
<td>10.3</td>
<td>11.9</td>
<td></td>
</tr>
</tbody>
</table>
College students who drank alcohol reported experiencing the following in the last 12 months when drinking alcohol:

<table>
<thead>
<tr>
<th>Reported one or more of the above</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did something you later regretted</td>
<td>42.0</td>
<td>36.4</td>
<td>37.7</td>
</tr>
<tr>
<td>Forgot where you were or what you did</td>
<td>38.9</td>
<td>31.5</td>
<td>33.2</td>
</tr>
<tr>
<td>Got in trouble with the police</td>
<td>4.5</td>
<td>2.0</td>
<td>2.5</td>
</tr>
<tr>
<td>Someone had sex with me without my consent</td>
<td>1.2</td>
<td>2.3</td>
<td>2.1</td>
</tr>
<tr>
<td>Had sex with someone without their consent</td>
<td>1.2</td>
<td>0.5</td>
<td>0.7</td>
</tr>
<tr>
<td>Had unprotected sex</td>
<td>27.0</td>
<td>25.2</td>
<td>25.6</td>
</tr>
<tr>
<td>Physically injured yourself</td>
<td>15.3</td>
<td>9.8</td>
<td>11.1</td>
</tr>
<tr>
<td>Physically injured another person</td>
<td>2.9</td>
<td>0.3</td>
<td>1.0</td>
</tr>
<tr>
<td>Seriously considered suicide</td>
<td>4.1</td>
<td>3.3</td>
<td>3.4</td>
</tr>
<tr>
<td>Reported one or more of the above</td>
<td>61.2</td>
<td>56.0</td>
<td>57.2</td>
</tr>
</tbody>
</table>

*Students responding "N/A, don't drink" were excluded from this analysis.
13.18 Alcohol and Drugs

Purpose
The University of Northern Iowa adheres to the laws of the state of Iowa, and strives to create an environment that supports healthy decisions and lifestyles. While the use of illegal drugs is prohibited, the University acknowledges and respects the rights of individuals to use alcohol in a legal and responsible manner, just as it acknowledges and respects the rights of individuals who choose not to use alcohol. Although the moderate consumption of alcohol may be an acceptable part of certain social activities, alcohol and drug abuse interferes with the ability of the University to achieve its mission and can adversely affect individuals, the university, and the larger community.

This policy is intended to help maintain the health and safety of the University's faculty, staff, students, and visitors, and to ensure that alcohol and drug use do not interfere with the effective functioning of the University. It further delineates the parameters relative to the use of alcoholic beverages on University property, at University-sponsored events, or in conjunction with University activities.

Definitions
"University-sponsored events" are those activities that are organized and/or sponsored by a unit of the University (but not events sponsored by student organizations or by individuals associated with UNI but acting in their private capacities). Examples include receptions, performances, athletic competitions, gallery openings, meetings, and conferences organized by departments, colleges, divisions, programs and facilities.

"University activities" are those activities sponsored by entities other than the University, but where the University (under the auspices of a unit of the University) is a participant. Examples would include participation in an athletic competition hosted by another university, a conference hosted by a professional association, a field trip associated with a class, and a volunteer service project hosted by a community agency.

Policy
Because alcohol and drug abuse poses a threat to the health and safety of University faculty, staff, students, and visitors and interferes with the ability of the University to achieve its mission, it is the policy of the University of Northern Iowa to provide a drug-free workplace and learning environment and, more specifically, to:

1. Prohibit the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance by employees and students on property owned or leased by the University, at University-sponsored events, or in conjunction with University activities.


3. Maintain alcohol and drug prevention programs including policy enforcement, education programs, and treatment services.

4. Only permit the sale and/or use of alcoholic beverages on University property, at University-sponsored events, or in conjunction with University activities in a manner that reasonably ensures the health and safety of participants, complies with applicable law, and meets the requirements of this policy.

I. Employees
An employee, for purposes of this policy, includes any individual providing a service to the University and receiving compensation directly from the University for that service. This includes, but is not limited to, faculty, staff, administrators, graduate assistants, and student employees. Employees are expected and required to report to work in an appropriate condition to carry out their responsibilities and are subject to the requirements of University Policy and Procedure 4.13 "Drug Free Workplace and Schools".

II. Students
All community members, including students, are responsible for following state laws and University policies and rules. This policy applies to student conduct that occurs on University property, at University-sponsored events, or in conjunction with University activities and to student conduct off-campus that adversely affects the University community and/or the pursuit of its objectives.

A. General policy

1. Sale and use of illegal drugs is a violation of the Student Conduct Code and violators are subject to discipline as prescribed by the Student Conduct Code.

2. Alcoholic beverages shall not be possessed, dispensed, distributed, or consumed by students on campus except as allowed by applicable law and this policy.

3. Violations of this policy are violations of the Student Conduct Code (University Policy and Procedure 3.02 "Student Conduct Code") and students found to violate this policy will be subject to discipline as prescribed by the Student Conduct Code.

4. Students are required to provide proof of age to University Police or other University officials acting in performance of their duties.

5. Good Samaritan Provision: Students who seek medical assistance for themselves or another person who is intoxicated due to alcohol and/or drugs will not be subject to University disciplinary action, except when it has been determined that another violation of University policy has occurred (for example, destruction of University property, fire safety violation, physical harm to another person, etc.). In order for this provision to apply, the student must agree to complete all educational programming or other treatment recommended by the Dean of Students or a student conduct administrator. (See Student Conduct Code, Article X, Good Samaritan Provision, for further details.)

6. All alcoholic beverage use by sorority and fraternity members, in the context of chapter activity, is additionally subject to policies as promulgated by their respective governing bodies.

7. Student athletes are subject to additional policies as promulgated by the UNI Athletics in the Athletics Code of Conduct.

B. Living spaces on University property

Students who are of the legal drinking age and who live on University property, including residence halls, on-campus apartments, and other university rental properties, may possess or consume alcohol in their living space. If none of the students assigned to a living space is of the legal drinking age, alcohol is not permitted in the living space. This includes empty alcohol containers. Students living in residence halls or on-campus apartments are also subject to further guidelines as defined in the Department of Residence On-Campus Community Standards and Housing Contract.

Students assigned to a living space who are of the legal drinking age may possess or consume alcohol according to the following guidelines:

1. Students living in the residence halls may only consume alcohol in their rooms with the room door closed.

2. Students living in on-campus apartments may only consume alcohol inside the apartment.

3. Students living in other University rental properties may consume alcohol in their house or yard.

4. Alcoholic beverages must be limited to a maximum container size of one gallon. All common sources of alcohol, including but not limited to kegs, punch bowls, beer balls, beer bongs, beer taps, and plastic bats, are prohibited. Excessive amounts of alcohol in bottles or cases are prohibited.

5. Students living on campus are responsible for any guests present in their living spaces. Guests may only consume or possess alcohol in accordance with the law and this policy. Guests who do not comply with this policy may be required to leave the campus and may be subject to arrest and criminal prosecution.

C. Student travel
While traveling in or operating a University vehicle, students are prohibited from using, being under the influence of, possessing, buying, selling, or dispensing alcohol or an illegal drug, and possessing drug paraphernalia. Additionally, students must not be impaired by alcohol or illegal drugs during any University-sponsored event or in conjunction with University activities in which they are participating. All use of alcoholic beverages during personal time must be in compliance with laws of the applicable city, state, province, or country.

D. Policy violations
Student violations may be reported to the Dean of Students or a student conduct administrator, who will determine if the student is responsible for violating this policy and will impose appropriate sanctions. Student policy violators may be referred for an educational and/or treatment program, and may be subject to disciplinary action in accordance with the policies and procedures outlined in the Student Conduct Code. Sanctions may include warning, probation, suspension, expulsion, and other discretionary sanctions.

III. Sale, service, and consumption of alcoholic beverages at events
The University has the authority to determine the time, place, quantities and conditions under which alcoholic beverages are consumed on University property, including the right to refuse to serve alcohol at any event or to any person. The sale and service of alcoholic beverages on University property and at University-sponsored events off campus must comply with Iowa law and the requirements of this policy.

1. General policy:

   1. Any service or sale of alcoholic beverages on campus must be provided by Department of Residence Catering or UNI Athletics and is subject to their operational policies.

   2. Any service or sale of alcoholic beverages, whether an activity is open to the public or is private, must comply with the provisions of this policy.

   3. Aside from licensed alcoholic beverage sale activity, state funds cannot be used for the purchase of alcoholic beverages (University Policy and Procedure 13.07 “Entertainment of University Guests”).

   4. Alcoholic beverages are permitted to be served at an event on University property only if management of the facility where the event will be held has approved the service. Regardless of this policy, individual facilities’ management may disallow alcoholic beverage service via a pertinent facility policy.

   5. No alcoholic beverages will be served at an event where the majority of those expected to attend will be under the legal drinking age.

   6. No dimension of any service of alcoholic beverages will encourage or facilitate unsafe or excessive consumption of alcohol. The provision of alcoholic beverages must appropriately serve or complement the purpose of an event, and the sale of such beverages will be confined to this purpose.

   7. When a University event is off-campus, the sponsoring unit assumes responsibility for the event and must ensure that the service of alcoholic beverages is legal and complies with applicable portions of this policy.

   8. No open containers of alcoholic beverages are permitted on University property for non-University sponsored activities (such as for personal use or for informal social gatherings held by departments, employees, or student groups), except as allowable for Tailgating (Section IV) and residential spaces (Section II. B).

2. Service Guidelines

   1. Alcohol consumption is limited to the immediate premises where alcohol is approved to be served.

   2. Individuals or organizations hosting or sponsoring an event must provide adequate supervision at the event and implement precautionary measures to ensure that alcoholic beverages are not
accessible or served to persons under the legal drinking age or to persons who appear intoxicated. The University caterer may require security staff be provided for the event at a cost to the event host.

3. All events at which alcoholic beverages are served must also have food available. The menu and manner of the service of food must be approved by the University caterer serving the alcohol.

4. Non-alcoholic beverages must be available for guests at all times during the event.

5. The on-site catering manager and event hosts have the authority to limit or discontinue alcohol service at their discretion.

6. Only by obtaining a Charity Beer and Wine Auction Permit (from the State of Iowa, Alcoholic Beverages Division) may beer or wine, donated by individuals or purchased from a retailer, be auctioned as part of a fundraising event. Rebates, free goods, or quantity discounts on products from retailers may not be accepted (per Iowa Code).

7. Gambling is not legal at an event where alcoholic beverages are available unless the establishment holds a social gambling license (per Iowa Code).

8. Private alcoholic beverage use off-campus associated with meals, meetings and informal social gatherings conducted by University officials on behalf of the University and intended to accomplish University business are not considered "events" within the meaning of this policy.

3. Exceptions (that do not constitute violations of law) may be granted by the Vice President for Student Affairs in consultation with department heads of directly-affected units.

IV. Tailgating

Tailgating is defined as an on-campus public outdoor social event that involves the consumption of food and/or alcoholic beverages. Individuals, groups, and organizations participating in tailgate activities are responsible for their own conduct and expected to respect the rights of others. Any purchase, possession, or consumption of alcoholic beverages in conjunction with tailgating is subject to Iowa law and the previously-stated provisions of this policy.

1. Tailgating is allowed only in conjunction with UNI home football games and is subject to the management and oversight of UNI Athletics. UNI Athletics shall be responsible, in consultation with Public Safety, Student Affairs, and the UNI Risk Manager, to develop and implement rules regarding all aspects of tailgating activity, including but not limited to:
   1. Designate approved locations and allocate their usage.
   2. Determine starting and ending times.
   3. Manage parking and post-event cleanup.
   4. Provide signage and other means to clearly communicate rules to participants.
   5. Ensure appropriate and adequate placement of security and other event personnel.
   6. Provide adequate supply of portable restrooms, trash and recycling containers, and other equipment as needed.
   7. Restrict loud music, public address system use, and other disruptive activities.
   8. Determine all other rules necessary to reasonably manage tailgating activity.

2. UNI Athletics shall ensure that current tailgating rules are available to the public via its website. Current event and participant guidelines are available here.

V. Marketing activity related to alcoholic beverages

Any marketing activity that promotes unsafe or excessive consumption of alcohol or encourages underage drinking is prohibited on University property or at University-sponsored events.
A. Alcohol-related advertising or other marketing for any activity on University property or in any University publication (including, but not limited to, paid advertising, printed materials, permanent and temporary signage, and promotional activities) must:

1. Not encourage any form of alcohol abuse nor place emphasis on quantity and frequency of use.

2. Avoid demeaning, sexual or discriminatory portrayals of individuals.

3. Not portray drinking alcohol as a solution to personal or academic problems or as necessary to social, sexual, academic or career success.

4. Use only the name or logo of a particular company or product; no pictures or renditions of beverage containers are permitted. In cases of a sponsored event, the name or logo must be clearly subordinate to the name or title of the sponsored event.

5. Not promote drink specials, price or price advantage.

6. Not incorporate University students or employees as participants in the alcohol advertising.

B. Alcoholic beverages may not be used as an enticement to participate in a University activity nor be provided as a prize or award to individual students, campus organizations, or other members of the campus community.

C. Advertisement must carry a statement encouraging responsibility where drinking occurs.

D. Broadcasters under contract with the University or its agents are encouraged to follow the above provisions when accepting advertising that promotes use of alcoholic beverages.

E. Student-run media (newspapers, radio, TV, websites, etc.) are encouraged to follow the above provisions for any advertising that promotes sale or use of alcoholic beverages.

VI. Resources

A. Faculty and staff only

**Employee Assistance Program (EAP):** Drug and alcohol abuse can lead to adverse health effects and legal ramifications, and may negatively impact work performance. The University offers an EAP, designed to assist UNI employees and their families with problems affecting personal relationships, health, and work performance. All services are confidential. For more information about the EAP, contact Human Resource Services, (319) 273-2423.

B. Students only

**Student Wellness Services**

104 Wellness and Recreation Center, (319) 273-3423
Preventative and supportive services for students concerning alcohol and other drugs.

**Counseling Center**

Health and Recreation Services

103 Student Health Center, (319) 273-2676
Individual counseling, consultation, and referrals for substance abuse-related problems.

**Student Health Clinic**

Health and Recreation Services

16 Student Health Center, (319) 273-2009
Consultation and referrals for substance abuse-related problems.

C. Faculty, staff, students and visitors

**UNI Police**

30 Gilchrist Hall, (319) 273-2712
UNI Police Department is committed to providing a safe campus environment.

**Local Hospitals**

<table>
<thead>
<tr>
<th>Sartori Hospital</th>
<th>Allen Hospital</th>
<th>Covenant Medical Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>515 College St.</td>
<td>1825 Logan Ave</td>
<td>3421 West 9th St</td>
</tr>
</tbody>
</table>
VII. Policy Contacts

University contacts for any question regarding this policy are as follows:

- **Students:** Substance Abuse Services Coordinator (319) 273-3423.
- **Employees:** Employee Disability and Leave Coordinator (319) 273-6164.
- **Events:** Department of Residence Catering (319) 273-2333 or UNI Athletics (319) 273-6237.
- **Marketing:** University Relations (319) 273-2761.
- **Tailgating:** UNI Athletics (319) 273-2470.
- **Commercial activity at tailgating:** UNI Athletics (319) 273-4502.

Vice President for Student Affairs and Department of Athletics, approved December 14, 2015
President's Cabinet, approved March 7, 2016
President and Executive Management Team, approved March 8, 2016
8.10 Smoking and Tobacco Use

Purpose:
The purpose of this policy is to foster a healthy environment for students, faculty, staff, visitors and guests on the University of Northern Iowa (UNI) campus and owned and leased spaces off campus, by eliminating the use of tobacco and tobacco-related/tobacco-like products.

For the purposes of this policy, the phrase "smoking and use of tobacco products" is defined as the smoking of tobacco via cigarettes, cigars or pipes or the use of devices or products that may be used to smoke or mimic smoking including water pipes (hookahs), vaporizers, electronic cigarettes, etc. and the use of smokeless tobacco including snuff and chewing tobacco.

The university recognizes its social responsibility to promote the health, well-being and safety of university students, faculty, staff, visitors and guests of the university. This policy is designed to assist the university in becoming a healthier and safer environment.

Policy Statement:
The policy of the University of Northern Iowa is to provide a smoke and tobacco-free environment for its students, faculty, staff, administrators, visitors and the general public on campus. Smoking and use of tobacco products are prohibited on university owned or leased property, and in University vehicles and any vehicle located on University property.

Exception: Smoking and use of tobacco products, to the extent not prohibited by federal or State law (e.g., Code of Iowa Chapter 142D Smokey Air Act), is permitted in the Gallagher-Bluedorn Performing Arts Center, Lang Auditorium, UNI Interpreters Theatre, Bengston Auditorium and the Strayer-Wood Theatre when it is called for by the director of a production as part of the production. This exception only applies to the specific characters during rehearsals and performances of the production. The appropriate department in charge of the production shall include notification that there will be smoking in the show if there will be any vapors, fumes, aerosol, or other emissions as a result of the use of this exception. Smoking and use of tobacco products in the green rooms is prohibited.

This policy applies to all events and persons on campus or on owned and leased property including, but not limited to students, faculty, staff, contracted personnel, vendors and visitors to the university.

Background
The Iowa Smokey Air Act enacted in 2008, establishes prohibitions for smoking in places of employment and on school grounds, including institutions governed by the Board of Regents, State of Iowa pursuant to Iowa Code section 262.7. The Iowa Department of Public Health (IDPH) has been designated the oversight authority.

Procedure:

A. University Owned or Leased Property
1. Smoking and use of tobacco products are prohibited on university owned or leased property including grounds, parking lots, athletic fields, Recreation fields, tennis courts and any other outdoor area, as well as any vehicle located on the university's property. This policy applies to walkways and sidewalks adjacent to city streets that adjoin university property including the grassed area between the sidewalk and the street.

2. No Smoking/No Tobacco Use signs shall be posted at all entrances to university owned or leased buildings.

B. University Owned Buildings and Leased Space
1. Smoking and use of tobacco products is prohibited in any university owned or leased facility or property. This prohibition shall apply to any area enclosed by the outermost walls of the building and will include atriums, balconies, stairwells and other similar building features.

2. No Smoking/No Tobacco Use signs shall be posted at all entrances to university owned or leased buildings.

C. University Owned Passenger Vehicles and Moving Equipment
1. Smoking and use of tobacco products is prohibited at all times in any university owned, leased, or rented vehicles, or vehicles provided by or through the University.

2. This prohibition applies to passenger vehicles and all other state-owned mobile equipment to include light and heavy trucks, cargo and passenger vans, buses and any other applicable mobile equipment.

3. No Smoking/No Tobacco Use signs shall be posted in every vehicle owned, leased, or rented by the university, or vehicles provided by or through the University.

D. Complaints and Enforcement
All members of the campus community share the responsibility of adhering to and enforcing this policy and have the additional responsibility to communicate the policy to visitors in a courteous and considerate manner.

1. The IDPH is responsible for maintaining a system for receiving and investigating complaints of non-compliance with the Iowa Smokefree Air Act.

2. The IDPH designates the law enforcement authorities of the state and for each political subdivision of the state, to assist with the enforcement of the Iowa Smokefree Air Act. A peace officer may issue a citation instead of arresting a violator of this Act and the violator shall pay a civil penalty (Iowa Code Section 805.8C(3)) for each violation. The UNI Police Department is the designated law enforcement authority for the campus.

3. Any person may register a complaint with the IDPH by calling the toll-free number, 1-888-944-2247, by registering a complaint on the IDPH web site, www.IowaSmokefreeAir.gov or by downloading a complaint form from the IDPH web site.

4. The responsibility to inform applicants and current employees that university-owned and leased facilities and grounds are smoke and tobacco-free environments is held with the following individuals: The Dean of Students will be responsible to inform and promote compliance among students.

1. Human Resource Services Director or designee for all institutional official and staff positions.

2. Provost and Executive Vice President for Academic Affairs, or designee, for faculty, graduate assistants along with other academic positions within Academic Affairs.

3. Director of Career Services, or designee, for student employment positions.

5. The Dean of Students will be responsible to inform and promote compliance among students.

6. Individuals found to be noncompliant with this policy will be subject to campus disciplinary action:

1. For students, noncompliance will be referred to the Office of the Dean of Students.

2. For employees, noncompliance will be referred to the employee’s supervisor, Associate Provost for Faculty or Director of Human Resource Services, as applicable.

3. For contractors and subcontractors, noncompliance will be referred to the campus unit responsible for monitoring performance of the applicable work or contract.

4. Visitors and members of the public who refuse to comply with this policy will be referred to the University Police Department and may be asked to leave campus or may be served a civil citation if they are smoking.

This policy is effective on final approval and supersedes all previous University smoking policies. Questions regarding this policy should be directed to Environmental Health and Safety at (319) 273-5800.

Senior Vice President for Finance and Operations, approved October 21, 2016

President’s Cabinet, approved February 20, 2017

President and Executive Management Team, approved February 27, 2017

Updated by Environmental Health & Safety Office, February 1, 2018
3.02 Student Conduct Code

This policy is outlined as follows:

I. **Purpose**
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   C. Misconduct related to health, welfare, and safety
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I. **Purpose**
The University of Northern Iowa is committed to the education and personal development of students, so as to support the achievement of their educational and life goals and prepare them for responsible citizenship. In this context, the University seeks to foster an environment
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conducive to achieving its academic mission and that is supportive of the rights of individuals to live, work, learn, and assemble safely and equitably; to express views and opinions; and to associate freely with others.

The purpose of this policy is to outline university standards for student behavior and delineate the processes by which allegations of misbehavior will be addressed in order to safeguard the rights, property, and safety of the University community and individuals in it; to ensure that student behavior complies with applicable law and policy; and to permit the orderly operation of the University.

II: Policy

Students and student organizations are expected to adhere to the standards of conduct described herein. Failing to do so may result in sanction(s).

Allegations of misconduct will be addressed through processes that ensure due process and contribute to the education of all involved.

Students and student organizations are responsible for knowing the information, policies, and procedures outlined in this document. Students are informed of the Student Conduct Code during orientation, are annually provided notification of it via email, and have access to the Student Conduct Code via the University website.

III. Philosophy

The Student Conduct Code is grounded in a commitment to three core values:

Respect: University of Northern Iowa students support the rights of individuals to live and work with each other in a safe environment reflective of the educational ideals of the University.

Responsibility: University of Northern Iowa students engage in responsible social conduct that reflects positively upon the University community, while modeling good citizenship in all communities.

Honesty: University of Northern Iowa students live a life of integrity, creating good leaders, friends, and colleagues who share the common goal of building our learning community.

IV: Student Conduct Authority

A. Authority: The Vice President for Student Affairs is vested with the administrative responsibility for the establishment and enforcement of policies governing student conduct and disciplinary action by the President of the University. The Vice President has, in turn, delegated considerable authority to the Dean of Students. The Dean of Students appoints Student Conduct Administrators trained to efficiently and effectively administer the student conduct process.

B. Merit: Complaints will not be forwarded for a hearing unless there is reasonable cause to believe a policy has been violated. Reasonable cause is defined as credible information to support each element of the offense.

C. Interpretation: The Dean of Students will develop procedural rules for the administration of the Student Conduct Code. Any question of interpretation of the Student Conduct Code will be referred to the Dean of Students, whose interpretation is final.

D. Communication: University email is the University's primary means of communication with students. Students are responsible for all communication delivered to their university email address.

V: Jurisdiction

The Student Conduct Code and related policies and procedures apply to the conduct of individual students, both undergraduate and graduate, and all university-affiliated student organizations. The definition of student, in section VII, will be used in the interpretation and application of this policy.
The Student Conduct Code applies to behaviors that take place on campus, at university-sponsored events, through electronic media, and may also apply off-campus when the Dean of Students or designee determines the off-campus conduct is of university interest. A university interest is a matter of concern that includes:

A. Any situation where it appears that the student’s conduct may present a danger or threat to the health or safety of self or others;

B. Any situation significantly infringing upon the rights, property, or educational pursuits of others or significantly breaching the peace and/or causing social disorder; and/or,

C. Any situation detrimental to the pursuit of the educational mission and/or interests of the University.

The Student Conduct Code may be applied to behavior online, via email, or other electronic media. Online postings such as blogs, web postings, chats, and social networking sites are in the public sphere and are not private. Students may be held accountable for the misconduct of their guests. Visitors to and guests of the University may seek resolution of alleged violations of the Student Conduct Code committed against them by students of the University community.

Reports of alleged policy violations should be submitted as soon as possible after the misconduct event occurs. Although there is no time limit on the reporting of misconduct, the university may ultimately be unable to adequately investigate if too much time has passed or if the students involved have graduated. Though anonymous complaints are permitted, doing so may limit the University’s ability to investigate and respond to an alleged violation.

VI: Violations of Law
The student conduct process is distinct and different from criminal and civil court proceedings. Alleged violations of federal, state, and local laws may be investigated and addressed under the Student Conduct Code. When an offense occurs over which the University has jurisdiction, the University conduct process will generally go forward regardless of any criminal or civil action that may arise from the same incident.
A student may face interim actions as outlined in Section XII.

Determinations made or sanctions imposed under the Student Conduct Code will not be subject to change because criminal or civil action arising out of the same facts were dismissed, reduced, or resolved in favor of or against the respondent.

VII: Definitions
A. Administrative Hearing: A formal meeting between a respondent and a Student Conduct Administrator to determine responsibility for allegations of misconduct.

B. Advisor: A person who may be present and assist the involved parties through the conduct process. Advisors may be members of the campus community, but the parties may select whomever they wish to serve as their advisor. An advisor may not serve as a witness or otherwise be party to the case.

C. Business Days: All days when the University is open. Saturdays, Sundays, holidays, and days when the University is closed are not counted.

D. Complainant: Any person or University entity who submits an allegation that a student has violated the Student Conduct Code.

E. Conduct Board Hearing: For allegations of misconduct when sanctions may include suspension or expulsion three individuals, a Student Conduct Administrator, a student, and a faculty member may hear the case.

F. Due Process: The right to have the procedures outlined in this policy followed.
G. Faculty Member: Any person hired by the University to conduct classroom or teaching activities or who is otherwise considered by the University to be a member of its faculty.

H. Hearing: An administrative hearing or a Conduct Board hearing to determine responsibility for allegations of misconduct.

I. Investigator: Individual(s) trained to serve as a neutral fact finder, to examine the allegations, to collect the information, and to present the results of the investigation in the hearing.

J. Member of the University Community: Any person who is a student, faculty member, staff member, university official, visitor, or a member of the Board of Regents, State of Iowa. A person’s status in a particular situation will be determined by the Dean of Students or designee.

K. Policy: Written policies, procedures, and regulations of the University as found in, but not limited to, the Student Conduct Code; the Discrimination, Harassment, and Sexual Misconduct Policy; other UNI Policies and Procedures; Residence Life Policies; and/or, the University Catalog.

L. Respondent: The person who is alleged to have violated the Student Conduct Code.

M. Staff Member: Any person employed by the University whose primary role is non-teaching.

N. Standard of Information: Preponderance of information is the standard used to determine responsibility in student conduct cases. This means that it is more likely than not that a violation occurred.

O. Student(s): as pertaining to the Student Conduct Code, are defined as:

1. Persons enrolled at the University of Northern Iowa;

2. Persons who are not enrolled for a particular academic term but who have a continuing educational relationship with the University;

3. Persons who have been notified of their acceptance for admission;

4. Persons who are participating in programs sponsored by the University and another college or university (e.g. community college partnership agreements), although not enrolled at this institution; or,

5. Persons who were defined as a student at the time of their misconduct.

P. Student Conduct Administrator: A University official authorized by the Dean of Students to determine whether or not a respondent is responsible for violating policies within the Student Conduct Code and to impose sanctions upon the respondent for policies violated.

Q. Student Organization: Includes all registered student organizations and other student groups associated with the University of Northern Iowa.

R. University: University of Northern Iowa.

S. University Official: Any person employed by the University, performing assigned administrative or professional responsibilities.

T. University Premises: All land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University (including adjacent streets or sidewalks).

U. Witness: Individual(s) who may offer information regarding an allegation of misconduct.

VIII: Student Rights

A. A student has the right to be treated with dignity and respect by all persons involved in the student conduct process.

B. A student has the right to a hearing that is conducted fairly.

C. A student has the right to a hearing by an unbiased Student Conduct Administrator/Conduct Board.
D. A student has the right to an advisor present at meetings or hearings regarding allegations of misconduct.

E. A student has the right to written notice of the alleged violation(s).

F. A student has the right to share as much information as desired; however, a decision will be made based on the information available or shared.

G. A student has the right to identify witnesses, share written or oral statements, and any other information pertaining to the incident.

H. A student has the right to an appeal.

I. A student has the right to see the contents of their student conduct file.

IX: Student Conduct Policies

Any student or student organization found responsible for committing, attempting to commit, aiding in, and/or assisting others in committing any of the following prohibited conduct will be subject to disciplinary sanctions.

A. Misconduct related to others
   1. Harm to Person: Intentionally or recklessly causing physical harm or endangering the health or safety of any person, including oneself.
   2. Threatening Behaviors:
      a. Direct Threat: Written or verbal conduct that causes a reasonable expectation of injury to the health or safety of any person or damage to any property.
      b. Indirect Threat: Implied threats or acts causing reasonable fear or harm interfering with a person’s ability to participate in or benefit from the University’s educational, social and/or residential program.
   3. Hazing: An act that endangers the mental or physical health or safety of a student, or that destroys or removes public or private property, for the purpose of intimidation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Participation or cooperation by the person(s) being hazed does not excuse the violation. Failing to intervene, to prevent, to discourage, and/or failing to report those acts may also constitute hazing.
   4. Harassment: Repeated unwanted contact or communication by any means, behavior, or verbal abuse threatening to injure or endanger the health, safety, or welfare of oneself or another person is unacceptable. Harassment is a knowing and willful course of conduct that has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive environment or which intends to cause a person to suffer substantial emotional distress.
   5. Harassment via Technology: Use of electronic or other technology, without a valid purpose, to intentionally intimidate, embarrass, ridicule, or humiliate another person. This includes the creation or distribution of video, audio, or photographic files without the consent of all parties recorded or photographed which could foreseeably intimidate, embarrass, ridicule, or humiliate and causes another person to be intimidated, embarrassed, ridiculed, or humiliated.
   6. Public Exposure: Deliberately and/or publicly exposing one's intimate body parts, public urination/defecation, and/or public sex acts.
   7. Collusion: Knowingly, recklessly, or willfully enticing or assisting others to commit or attempt to commit acts prohibited by this code or that violate the law.
   8. Complacency: Condoning or supporting others to commit or attempt to commit acts prohibited by this code or that violate the law.

B. Misconduct related to property
1. **Theft**: Intentional and unauthorized taking or removal of property that belongs to another person or entity, including goods, services, furniture, artwork, plants, electronics, books, window screens, signs, and/or other valuables.

2. **Possession of Stolen Property**: Knowingly maintaining possession of property belonging to another person or entity without permission.

3. **Sale of Stolen Property**: Selling or attempting to sell any item which is known to be, or can reasonably be assumed to have been stolen, or otherwise illegally obtained.

4. **Fraud**: Attempting to defraud by means of deception, bad checks, forged, or stolen credit or ID cards, possession or use of counterfeit currency, and/or other means.

5. **Identity Theft**: Using or possessing the identity of another person or entity, including a fake ID, with the intent of misrepresenting oneself as another for any reason.

6. **Vandalism**: Intentional, reckless, and/or unauthorized defacing to property owned by another person, entity, or the University. Students are not permitted to write, draw, or otherwise deface university or another student's property (including doors, door decorations, or dry-erase boards) by using chalk, paint, or any other substance.

7. **Damage and Destruction**: Intentionally or negligently damaging or destroying property owned by another person, entity, or the University.

8. **Burglary**: Unlawful entry with intent to commit a policy violation or violation of law.

9. **Unauthorized Access**: Unauthorized access to any building (i.e. keys, cards, etc.) or unauthorized possession, duplication, or use of means of access to any building or failing to report a lost university identification card or key in a timely manner.

10. **Unauthorized Entry**: Entry into any building, room, location, or space where a person does not have a reasonable expectation of access or right of entry or where the conditions of authorized entry, such as payment or presentation of proper identification, have not been met. Misuse of access privileges to premises or unauthorized entry to or use of buildings, including trespassing, propping or unauthorized use of alarmed doors for entry into or exit from a building. Restricted university areas include, but are not limited to, building roofs, fire escapes, steam tunnels, elevator shafts, equipment and mechanical storage rooms and construction sites. This includes entering a residence hall room of which the student is not a contract holder without permission.

**C. Misconduct related to health, welfare, and safety**

1. **Alcohol**
   a. **Underage possession**: The purchase or possession of alcoholic beverages by persons under the age of 21.
   b. **Underage use**: The consumption or act of being under the influence of alcohol by persons under the age of 21.
   c. **Illegal use of alcohol**: Illegal manufacturing, distributing, selling of alcohol (regardless of age), and/or providing alcohol to minors.

2. **Drugs**
   a. **Use or possession of marijuana**: The use, possession, sale, or distribution of marijuana and/or its derivative. Substances made to resemble marijuana are also not permitted on campus.
   b. **Use or possession of any other illegal controlled substance**: The use, possession, sale, or distribution of narcotics, steroids, stimulants, depressants, hallucinogens, or any other controlled substance without a prescription.
   c. **Drug Paraphernalia**: The use, possession, or sale of drug paraphernalia. Drug paraphernalia is defined as any equipment, product, or material of any kind which is primarily intended or designed for use in manufacturing, compounding, converting, producing, possessing, preparing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance.
d. **Medications**: Abuse, misuse, sale, or illegal distribution of prescription or over-the-counter medications.

3. **Public Intoxication**: Being under the influence of alcohol, drugs, or other substances where one's behavior endangers, or may endanger the safety of others, property, or themselves or causes a disturbance.

4. **Operating a Vehicle While Intoxicated**: Driving while under the influence of alcohol or other drugs, regardless of location.

5. **Weapons**
   a. **Explosives**: Possessing, carrying, or using any substance or device which is intended or designed to explode or any device which a reasonable person would believe either through appearance, markings or otherwise, to be a device intended or designed to explode.
   b. **Firearms**: Possessing, carrying, or using any type of firearm on university premises, except as permitted by law, or the use of a firearm in any manner alleged to be inconsistent with applicable laws, regardless of location. Objects perceived as firearms such as airsoft guns, BB guns, paintball guns, and pellet guns, are also a violation of this policy.
   c. **Knives**: Possessing, carrying, or using any knife with a blade longer than three inches anywhere on university premises without a valid educational or residential purpose or the use of a knife in any manner alleged to be inconsistent with applicable laws, regardless of location. Butterfly knives, switchblades, and double-edged knives are not permitted on campus, regardless of length.
   d. **Other dangerous or deadly weapons**: Possessing, carrying, or using other weapons or dangerous objects such as arrows, axes, machetes, nunchucks, tasers, throwing stars, brass knuckles, or other dangerous or deadly weapon(s) in any manner alleged to be inconsistent with applicable laws, regardless of location.
   e. **Storage of weapons**: Possession, including the storage of any item that falls within the category of a weapon, including storage in a vehicle parked on university property.

6. **Fire Safety**: Violation of local, state, federal or campus fire policies including, but not limited to:
   a. Intentionally or recklessly causing a fire which damages university or personal property or which causes injury.
   b. Improper use of university fire safety equipment.
   c. Tampering with or improperly engaging a fire alarm or fire detection/control equipment while on university property. Such action may result in a local fine in addition to university sanctions.

7. **Wheeled Devices**: Skateboards, roller blades, roller skates, and other wheeled items may not be ridden inside any university building, on railings, curbs, benches, or any such fixture that may be damaged by these activities, and individuals may be liable for damage to university property caused by these activities. Exceptions are made for medical purposes.

8. **Evacuation**: Failing to evacuate any building after an alarm has been activated or notice has otherwise been given of a fire, fire drill, fire alarm, or other order to evacuate.

9. **Health and Safety**: Creating health and/or safety hazards (examples include dangerous pranks, and hanging out of or climbing from/on/in windows, balconies, or roofs).

D. **Misconduct related to the operation of the University**
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1. **Disruptive Behavior**: Disruption of university operations including, but not limited to, obstruction of teaching, research, administrative functions, or other university activities, and/or other authorized non-university activities which occur on campus.
2. **Rioting**: Causing, inciting, or participating in any disturbance that presents a clear and present danger to self or others, causes physical harm to others, and/or damage of property.
3. **Obstruction**: Obstructing the free flow of pedestrian or vehicle traffic on university premises or at university-sponsored or supervised functions.

E. **Misconduct related to other university policies**
   1. **Discrimination, Harassment, and Sexual Misconduct**: Violation(s) of the Discrimination, Harassment, and Sexual Misconduct Policy 13.02 which prohibits:
      a. Discrimination defined as the adverse treatment of an individual based on that individual's membership in one or more of the covered protected groups.
      b. Bias-related harassment on the basis of actual or perceived membership in a protected class, by any member or group of the campus community, which unreasonably interferes with an individual's work or academic environment.
      c. Sexual harassment defined as unwelcome sexual or gender-based verbal, written, online, electronic, and/or physical conduct.
      d. Sexual misconduct defined as sexual harassment, non-consensual sexual intercourse, non-consensual sexual contact, sexual exploitation, relationship violence, or stalking.
   2. **Bullying**: Violation(s) of the Violence Free Campus policy 7.10.
   3. **Retaliation**: Violation(s) of the Retaliation and Misconduct Reporting policy 13.19 which prohibits acts of retaliation against an individual who reports suspected or observed misconduct, or cooperates in an investigation of misconduct.
   4. **Abuse of Computer Resources and Facilities**: Violation(s) of the Use of Computer Resources policy 9.54, which prohibits the unauthorized or inappropriate use of University of Northern Iowa computer resources.
   5. **Smoking**: Violation(s) of the Smoking and Tobacco Use policy 8.10, which prohibits smoking and use of tobacco via cigarettes, cigars or pipes or the use of devices or products that may be used to smoke or mimic smoking on university owned or leased property including grounds, parking lots, athletics fields, recreation fields, tennis courts and any other outdoor area, including university vehicles and any vehicle located on the University's property.
   6. **Animals**: Violation(s) of the Animals on University Owned or Controlled Property policy 8.09 which outlines the appropriate use of service, support, working and companion animals on the University of Northern Iowa campus.
   7. **Personal Conduct**: Violation(s) of the Personal Conduct Rules 3.03.
   8. **UNI Alcohol Policy**: Violation(s) of the Alcohol and Drugs policy 13.18, which outlines the expectations regarding alcohol and drug/controlled substance use on campus and at university-related activities.

F. **Other acts of misconduct**
   1. **Abuse of Conduct Process**: Abuse, interference, or failure to comply with university processes including, but not limited to:
      a. Falsification, distortion, or misrepresentation of information.
      b. Failure to provide, destroying, or concealing information during an investigation of alleged misconduct.
c. Attempting to discourage an individual's participation in, or use of, the student conduct system.

d. Harassment (verbal or physical) and/or intimidation of a member of the student conduct process prior to, during, and/or following a student conduct proceeding.

e. Failure to comply with the sanction(s) imposed by the student conduct system.

f. Influencing, or attempting to influence, another person to commit an abuse of the student conduct system.

2. Disorderly Conduct: Conduct that is disorderly, lewd, or indecent.

3. Failure to Comply: Failure to comply with the reasonable directives of university officials or law enforcement officers during the performance of their duties and/or failure to identify oneself to these persons when requested to do so.

4. Falsification: Lying, knowingly furnishing or possessing false, falsified, or forged materials, documents, accounts or records.

5. Student Identification: Misrepresentation or misuse of student identification.

6. Trademark: Unauthorized use, including misuse of university or organizational names and images.

7. Violations of Law: Potential or alleged violation of any local, state, or federal law.

8. Other Policies: Violating other published university policies or rules.

G. Misconduct in the Department of Residence

The following specifically pertain to students occupying or visiting property operated by the Department of Residence (DOR). Violations of any of the following may be subject to the student conduct process. Exceptions to the following are allowed for Catering and Dining operations.

1. Alcohol

a. Responsible Consumption: Responsible consumption of alcoholic beverages is permitted in the personal space for those persons who are 21 years of age or older. A guideline for responsible consumption is generally one standard drink per person of legal age, per hour. Personal space is defined as a room, suite room, or apartment with the door closed.

b. Hosting: Both residents and the guests they host must be 21 years of age or older in order to consume or possess alcohol.

c. Roommate Agreement: Only residents of legal age may possess and consume alcohol. When all persons assigned to a residential space are not of legal age, storage and use of alcohol must be documented in the roommate agreement.

d. Proximity: Students under 21 cannot be present in an on-campus room or location where alcohol is being consumed or possessed.

e. Public Spaces: Possession of open containers of alcoholic beverages and consumption of alcoholic beverages is not permitted in public areas, including but not limited to hallways, elevators, lobbies, stairwells, laundry rooms, restrooms, and bedrooms with the door open.

f. Common Sources: The use of any common sources of alcohol are not permitted, including but not limited to kegs, punch bowls, beer bats, beer bongs, beer taps, drinking games, items that encourage binge drinking or excessive amounts of alcohol.

g. Empty Containers: Storage or display of empty alcohol beverage containers, including but not limited to cans, bottles, shot glasses, beer steins, wine bottles, and cardboard box displays even if intended to be decorative are not permitted.

2. Guests

a. Behavior: Residents are responsible for informing their guests of policies and may be held responsible for the behavior of their guests.
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b. **Escort**: Residents must meet their guests at the entrance of the building and escort their guests at all times.

c. **Trespass**: Residents are not permitted to host guests who have any active trespass restrictions.

d. **Overnight**: Residents may have overnight guests in their rooms for a maximum of three consecutive nights within a seven day period. Permission of other roommates must be obtained in advance.

3. **Noise**

a. **Respect**: Residents and guests are expected to be respectful of other residents at all times and respect another’s right to sleep, study, or not be disturbed. Courtesy hours are in effect 24 hours a day.

b. **Quiet Hours**: During designated quiet hours noise should not be heard outside of one’s room, nor should noise from the hallway, restroom, or lounge be heard in student rooms.

c. **Amplified**: Amplified sound directed out of windows is not permitted.

4. **Pets**: Only non-dangerous fish in aquariums no larger than 29 gallons are permitted in residence hall rooms and apartments. Laboratory specimens are not allowed. The university assumes no responsibility for harm or loss to an aquarium for any reason. Individuals utilizing service, support, working, and companion animals must follow the Animals on University Owned or Controlled Property policy 8.09.

5. **Activities Resulting in Disturbance, Distress, or Damage**

a. **Disturbance**: Individual or group activities resulting in the distress or disturbance of others are not permitted.

b. **Destruction**: Individual or group activities that can cause damage or destruction to property are not permitted. Types of behavior that fall into this category include but are not limited to hall sports, hallway disruptions, unsanitary conditions, and/or pranks.

c. **Improper Use**: Using or attempting to use university property in a manner inconsistent with its designated purpose is not permitted. Types of behavior include but are not limited to jumping in the elevator, stacking furniture, window screen removal, and sexual acts in lounges, bathrooms, or restrooms.

6. **Health and Safety**: Due to the unique nature of living on campus, certain items and behaviors are prohibited in order to provide a safe, healthy, and secure environment.

a. **Combustible Materials**: Combustible materials used for decorations and displays represent a fire hazard and are not permitted. Examples of such materials include all candles with wicks, including decorative and/or incense, natural trees and resinous greenery, and non-electric lanterns. For an up-to-date list of combustible materials, please see the Department of Residence A to Z Guide.

b. **Prohibited Items**: Certain items are prohibited within the residence halls and apartments. Possession of such items can create a risk to the safety of the students in the community and therefore violates this policy. Examples of such materials include appliances with a rating of 1,000 watts or higher, cooking appliances, halogen lights, improper extension cords, space heaters, portable AC units, and improper adaptors. For an up-to-date list of prohibited items please see the Department of Residence A to Z Guide.

7. **Room Responsibility**: Residents are responsible for any activities, policy violations, or damages that occur in rooms to which they have been assigned when it can be reasonably shown that the residents knew or should have known that the inappropriate activity or damages occurred. This includes activities, policy violations, or damages caused by guests of residents.

8. **Community Responsibility**: Residents have a responsibility for the public areas and furnishings within their residence hall house/community or building. Damage to public areas/or within a residence hall house/community or building is considered the responsibility of the residents of that house/community or building. If individuals
responsible for damage cannot be identified, the residents of the house/community or building may become collectively responsible for the cost of repair and/or replacement.

X: Good Samaritan Provision
To minimize any hesitation students or student organizations may have in obtaining immediate medical or other professional help for students in need:

A. For those in need of assistance: Amnesty is available to individuals who seek or accept medical or other professional assistance without fear they may be accused of minor policy violations, such as underage drinking at the time of the incident. Educational sanctions (including, but not limited to, restitution, work service, loss of privileges, educational requirements such as programs and/or presentations) may be required, but will not otherwise result in a violation of the Student Conduct Code as long as the educational sanctions are completed.

B. For those who offer assistance: To encourage students to seek medical or other professional assistance for others, amnesty is available for minor violations when students offer this help to others in need. Educational sanctions may be required, but will not otherwise result in a violation of the Student Conduct Code as long as the educational sanctions are completed.

Any exemption from conduct action granted under this policy may only apply to conduct action and/or sanctions under the Student Conduct Code and does not apply to any criminal action taken by law enforcement, such as issuing a citation or making an arrest.

While this provision applies to individual students, if an organization has been found in violation of the Student Conduct Code, then the organization’s willingness to seek medical assistance for a guest may be viewed as a mitigating factor if or when sanctions are issued.

XI: Student Organizations
Unless otherwise denoted, the use of the term “student organization” shall include all registered student organizations and other student groups associated with the University of Northern Iowa. When a report of alleged misconduct involving a student organization is brought to the attention of the Dean of Students, the Dean of Students or designee may consult with individuals who have oversight, responsibility for, or interest in the organization.

The determination regarding whether an alleged policy violation was committed by a student organization or by individual(s) will be made on a case-by-case basis. The following factors will be considered when making this determination:

A. How many of the members of the student organization were involved in the incident?

B. Did the incident occur in relation to an event sponsored by the organization?

C. Did a member(s) of the organization violate university policy(ies) at an event sponsored by the organization or in the course of the organization’s affairs, and fail to exercise reasonable preventative measures?

D. Did the organization’s leadership have knowledge that the event was going to occur?

E. What was the nature of the incident?

Any individual(s) acting on behalf of an organization may also be referred to the Dean of Students for individual allegations of misconduct.

When a student organization is involved as a respondent, the president (or equivalent executive position) will be considered as the representative of the student organization and will be provided notice of the allegation.
Complaints of alleged violations of the Student Conduct Code by student organizations will go through the same student conduct process as an individual student, except there is not an option for a Conduct Board Hearing.

If a registered student organization is found responsible for violating the Student Conduct Code, Northern Iowa Student Government (NISG), specifically the President, Vice President, Director of Administration and Finance, NISG Advisor, and the advisor of the registered student organization, will receive notification by being copied on the outcome letter. Other student groups associated with the University and their respective advisors would receive similar notice.

Student organization conduct records will be managed by the Dean of Students or designee. Student organization conduct records are not subject to privacy regulations but will only be released at the discretion of the Dean of Students. Confidentiality of individual student conduct records are subject to privacy regulations, per Student Records policy 3.11.

XII: Student Conduct Procedures

A. Charges and Notice

Charges and complaints regarding student conduct will be handled according to the following procedures:

1. Allegations of misconduct may be received by the Dean of Students or designee from any source (victim, Resident Assistant, third party, online, police, community member, etc.).

2. Allegations of a violation of the Discrimination, Harassment, or Sexual Misconduct policy 13.02, will be referred to the Office of Compliance and Equity Management for resolution.

3. Upon receiving a referral of alleged misconduct the Dean of Students or designee will proceed with:
   
a. an investigation;
   b. an initial meeting; and/or,
   c. an administrative hearing.

4. If it is determined that reasonable cause exists for the Dean of Students or designee to refer a complaint for a hearing, notice will be given to the respondent. Notice will be given in writing and may be delivered by one or more of the following methods:
   
a. emailed to the student’s university issued email account;
   b. in person by the Dean of Students (or designee); or,
   c. mailed to the local or permanent address of the student as indicated in official university records.

Once emailed, received in person, and/or mailed, such notice will be considered delivered. Students will be provided a minimum of two business days notice of their scheduled hearing. Exceptions may be made during finals week.

5. The letter of notice will at minimum outline: a) the alleged violation(s); b) notification of where to locate the Student Conduct Code; c) Student Conduct Code procedures for resolution of the complaint; and, d) notification of the date and time of the scheduled hearing.

B. Interim Actions

In certain circumstances, the Dean of Students or designee may impose interim actions during the student conduct process. Interim actions may be imposed:
1. to ensure the safety and well-being of the members of the university community or for preservation of university property;

2. to ensure the accused student's own physical or emotional safety and well-being; or,

3. if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the University.

Interim actions can include, but are not limited to, a no contact order, university suspension and/or residence hall suspension. Interim actions are in effect until rescinded by the Dean of Students or designee.

C. **Informal Resolution**

When allegations of misconduct have been received and reviewed by a Student Conduct Administrator, the complaint does not allege a violation of UNI policy 13.02 *Discrimination, Harassment, or Sexual Misconduct Policy*, and the parties involved wish to resolve the complaint without further student conduct proceedings, this is permissible provided:

1. it is approved by the Dean of Students or designee; and,

2. it is agreed to by the complainant and the respondent.

D. **Hearing Resolution**

1. Generally, conduct violations will be resolved in an administrative hearing with a Student Conduct Administrator.

   a. Allegations of a violation of the Discrimination, Harassment, or Sexual Misconduct Policy 13.02, upon completion of investigation through the Office of Compliance and Equity Management, are referred to Dean of Students or designee for an appropriate hearing.

   b. For allegations of misconduct when sanctions may include suspension or expulsion from the University, hearings will be conducted in accordance with procedures established by the Dean of Students.

   c. Allegations of misconduct involving more than one complainant or respondent will be heard separately. At the discretion of the Dean of Students, the hearing pertinent to each complainant or respondent can be conducted jointly. However, separate determinations of responsibility will be made for each respondent.

2. Both the complainant and respondent have the right to one advisor of their own choosing.

   a. The role of an advisor is passive, they may not ask questions or make arguments during a hearing. They may confer quietly with their advisee, exchange notes, and suggest questions to their advisee.

   b. An advisor may be an advocate, parent, friend, staff, faculty member, attorney (at their own expense), or a person of their choosing not involved in the incident.

   c. When facing criminal charges concurrently, a student may have an attorney present, in addition to an advisor, at their own expense. Any attorney present is subject to the same limitations of an advisor.

3. Each party, through the investigation or hearing process, will have the opportunity to present information, make statements, including impact statements, and identify witnesses.
4. If the respondent, with notice, does not attend the hearing, the available information relating to the allegations of misconduct will be considered. Subsequently, determinations regarding responsibility and sanctions (if appropriate) will be made.

E. Decisions

1. Determinations of responsibility are made utilizing the preponderance of information standard. This means that it is more likely than not that a violation occurred.

2. Following a hearing, the respondent will be provided, within 10 business days, an outcome letter outlining determinations of responsibility and sanctions (if appropriate). Notice will be given in writing and may be delivered by one or more of the following methods:

   a. emailed to the student’s university issued email account;

   b. in person by the Dean of Students (or designee); or,

   c. mailed to the local or permanent address of the student as indicated in official university records.

   Once emailed, received in person, and/or mailed, such notice will be considered delivered.

3. In cases of allegations of sexual misconduct, violence, or where the law allows, notice of the outcome will be delivered to all parties simultaneously, meaning without substantial delay between the notifications to each party.

4. The student conduct process, barring extenuating circumstances, will seek resolution within 45 business days of the receipt of an allegation, excluding the appeal process.

F. Sanctions

One or more of the following sanctions may be imposed upon a respondent for being found responsible for a violation of misconduct. Sanctions determined will be proportionate to the severity of the violation and to the cumulative conduct history of the respondent. Sanctions may be noted on a respondent’s official academic transcript when the outcome requires the student’s separation from the university for any period of time.

1. **Warning**: An official written notice the respondent has violated the Student Conduct Code with the understanding that additional conduct actions would result should the respondent be involved in other violations while affiliated with the University.

2. **Restitution**: Requirement that the respondent provide compensation for damage caused to the University or any other person’s property. This could also include situations such as failure to return a reserved space to proper condition for labor costs and expenses. This is not a fine, but rather a repayment for labor costs and/or the value of the property destroyed, damaged, or stolen.

3. **Fines**: Reasonable fines may be imposed and used to offset the cost of educational sanctions.

4. **Work Service Requirements**: A specific number of unpaid service hours to the University or approved agency must be completed.

5. **Loss of Privileges**: The respondent may be denied specified privileges, related to the violation, for a designated period of time. Specific limitations or exceptions may be granted by the Dean of Students and terms of this conduct sanction may include, but are not limited to the following:

   a. Ineligibility to hold any office in any student organization recognized by the University or hold an elected or appointed office at the University; or
b. Ineligibility to represent the University to anyone else outside the University community in a way including: participating in the study abroad program, attending conferences, or representing the University at an official function, event or intercollegiate competition as a player, manager, or student coach, etc.

6. Confiscation of Prohibited Property: Items whose presence is in violation of the Student Conduct Code can be confiscated. Prohibited items may be returned to the owner at the discretion of the Dean of Students and/or UNI Police.

7. Behavioral Requirement: This includes required activities including, but not limited to, seeking academic counseling or substance abuse screening, writing a letter of apology, etc.

8. Educational Requirement: Sanctions may be created and designed as deemed appropriate to the offense, including but not limited to attending, presenting and/or participating in an educational activity and/or sponsoring or assisting with an educational activity for others.

9. Restriction of Visitation Privileges: May be imposed on a resident or non-resident student. The parameters of the restriction will be specified.

10. Random Drug Testing: To be used for respondents who violate the drug policies.

11. No Contact: Orders to not have any contact, by any means, including through friends with the designated university community member.

12. Parental Notification: Parents or guardians may be notified in writing of violations of alcohol or drug policy for students under the age of 21.

13. Trespass: Notice of prohibited visitation from a specific location.

14. Housing Probation: Official notice that, should further violations of Department of Residence or university policies occur during a specified probationary period, the respondent may immediately be removed from university housing. Regular probationary meetings may also be imposed.

15. Housing Reassignment: Reassignment to another university housing facility. Department of Residence personnel will decide on the reassignment details.

16. Housing Suspension: Removal from university housing for a specified period of time after which the respondent is eligible to return. Conditions for readmission to university housing may be specified. Under this sanction, the respondent is required to vacate university housing within the timeframe outlined in the outcome letter. This sanction may be enforced with trespass action if necessary. Prior to reapplication for university housing, the respondent must gain permission from the Director of Residence Life or designee. This sanction may include restrictions on visitation to specified buildings or all university housing during the suspension.

17. Housing Expulsion: The respondent's privilege to live in, or visit, any university housing structure is revoked indefinitely. This sanction may be enforced with a trespass action if deemed necessary.

18. Disciplinary Probation: The respondent is put on official notice that, should further violations of university policies occur during a specified probationary period, the respondent may face suspension or expulsion. Regular probationary meetings may also be imposed. Disciplinary probation means a student is not in good social standing with the University.

19. Suspension Held in Abeyance: Separation from the University is deferred for the period of the suspension, with the provision that lesser sanction(s) be completed within that period of time and no additional information alleging misconduct is discovered regarding the incident. If the student is found responsible for violations of other misconduct during the period of suspension held in abeyance, the sanction of Disciplinary Suspension will be immediately imposed.
20. **Disciplinary Suspension**: Separation from the University for a specified minimum period of time, after which the respondent is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at the time of suspension. The respondent is required to vacate university housing within the timeframe outlined in the outcome letter. During the suspension period, the respondent is banned from university property, functions, events and activities without prior written approval from the Dean of Students. This sanction may be enforced with a trespass action as necessary.

21. **Expulsion**: Permanent separation from the University. The student is banned from university property and the respondent's presence at any university-sponsored activity or event is prohibited. This action may be enforced with trespass action as necessary.

22. **Loss of University Recognition**: Deactivation as a registered student organization or group associated with the university, or loss of all privileges, for a specified period of time.

23. **Delayed Registration**: The respondent may be required to delay their course registration until a complainant or any other student(s) involved in a conduct matter has completed course registration. Delayed registration is for a specified number of semesters or may be required until the complainant or other involved student(s) graduate.

24. **Revocation of Admission**: Admission to the University may be rescinded for fraud, misrepresentation, or other serious violations committed by a student prior to admission.

25. **Revocation of Degree**: With the agreement of the Provost and Executive Vice President for Academic Affairs and the Dean of Students, a degree awarded from the University may be revoked for fraud, misrepresentation, or other violations of university standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.

26. **Withholding Degree**: The University may withhold awarding a degree otherwise earned until the completion of the process set forth in the student conduct code, including the completion of all sanctions imposed, if any.

G. Appeals

1. A decision reached by a Student Conduct Administrator may be appealed by the respondent(s) or the complainant(s) to the Dean of Students within five (5) business days of the decision.

2. Appeals under or relating to the Discrimination, Harassment, or Sexual Misconduct Policy 13.02, will be in accordance with the provisions of policy 13.02.

3. Appeals must be made in writing and state the reason(s) for the appeal. The decision at each level is based on the written information provided by the Student Conduct Administrator/appeal officer, the respondent, and the complainant (if applicable) for the appeal.

4. Appeals must be delivered in person to the Office for Student Affairs. If the Dean of Students was the Student Conduct Administrator in a given case the appeal will be considered by the Vice President for Student Affairs designee. Failure to submit an appeal, meeting the above requirements will result in the decision of the Student Conduct Administrator being final.

The bases for appeals are limited to the following:

5. A procedural error or omission occurred that significantly impacted the outcome.

6. The presentation of new information, that was previously unknown, or other relevant facts unknown or unavailable during the hearing that could sufficiently alter the decision. A summary of this new information and its potential impact upon the outcome must be
included in the appeal. Failure to participate in the hearing may not be used as a basis for filing an appeal under this section.

7. Sanctions imposed are substantially disproportionate to the severity of the violation.

Options for Appeal:

8. **Level I**: Decisions of the Student Conduct Administrator may be appealed to the Dean of Students (or the Vice President for Student Affairs designee). The appeal officer may affirm, reverse, or modify the original decision regarding the violations and/or sanctions imposed. The original finding and sanction(s) will stand if the appeal is not timely or is not based on the grounds listed above. For conduct cases involving a complainant other than the University, when one party requests an appeal, the other party (parties) will be notified, where the law allows, and given up to five business days to respond. At the conclusion of those five business days, or upon receiving appeal requests from all parties involved, a decision will be rendered within ten business days.

9. **Level II**: Decisions of the Dean of Students (or the Vice President for Student Affairs designee) may be appealed to the Vice President for Student Affairs, within five business days following the above outlined procedures. The Vice President for Student Affairs will render a decision within ten business days. Decisions of the Vice President for Student Affairs are final from the perspective of the University.

10. **III**: The Board of Regents, State of Iowa, may review the final decision of the University. Appeals of decisions to the Board of Regents must be submitted according to the rules and procedures established by that body.

H. **Failure to Complete Sanctions**

Respondents are expected to comply with conduct sanctions within the time frame specified. Failure to do so may result in additional sanctions including, but not limited to, a hold on their university account. A hold placed on a student’s university account will affect their ability to register for classes, obtain official transcripts, and/or graduate. All sanctions must be satisfied prior to restoring eligibility of reenrollment.

XIII: **Student Conduct Records**

All conduct records are maintained by the University for seven years and will not be disclosed after that except for:

A. Violations that result in separation from the university, suspension or expulsion;

B. Incidents that allege a violation of the [Discrimination, Harassment, and Sexual Misconduct Policy 13.02](#); and/or,

C. Data used for aggregate statistical purposes.

Student conduct records will be disclosed only in accordance with the **Student Records policy 3.11**.

XIV: **Training**

The Dean of Students or designee will conduct annual training on the student conduct process with Student Conduct Administrators, Conduct Board members, and those deemed appropriate or required by law. Training will be conducted in a manner that is consistent with the provisions of the Student Conduct Code.

XV: **Revisions**

The Student Conduct Code will be comprehensively reviewed at the direction of the Dean of Students no less than once every five years. The Dean of Students may make minor modifications to procedures that do not materially change the process. The Dean of Students may change material procedures with notice (on the University’s policy website, with appropriate date of effect identified) upon determining that changes of law or regulation require said changes. Procedures in effect at the time the allegation is made will apply. Policy in effect at the
time of the offense will apply even if the policy is changed subsequently, unless the parties consent to be bound by the current policy or applicable law requires otherwise.

XVI: Related University Policies

A. Personal Conduct Rules 3.03
B. Student Records 3.11
C. Violence Free Campus 7.10
D. Animals on University Owned or Controlled Property 8.09
E. Smoking 8.10
F. Use of Computer Resources 9.54
G. Discrimination, Harassment, and Sexual Misconduct Policy 13.02
H. Alcohol and Drugs 13.18
I. Retaliation and Misconduct Reporting 13.19

Office of the Dean of Students, approved January 24, 2018
University Council, approved April 23, 2018
President and Executive Management Team, approved, April 30, 2018
STUDENT-ATHLETE CODE OF CONDUCT

I. Introduction

All student-athletes are members of the University of Northern Iowa's student body. You are a student first, and your participation in intercollegiate athletics derives from your status as a student. Accordingly, all University policies governing student conduct apply to you.

Participation in the University of Northern Iowa intercollegiate athletic program is a privilege. You represent not only yourself, but also your teammates, others in the athletic department, the University, our community, our state, our conference and our alumni throughout the world. Given the significance of this privilege, additional responsibilities are placed upon you beyond those placed on other students at the University.

This student-athlete code of conduct is designed to inform you, the student-athlete, of the behavior expected of you, and to the potential consequences that your behavior may have on your status as a student-athlete, and applies in addition to the student conduct code of the University.

The Athletic Department may take action under this code of conduct regarding your participation in the University's intercollegiate athletics program, and also regarding the awarding, renewal, and modification of a scholarship that you may now have or may receive in the future. This Code of Conduct is intended to complement, not replace, the University student conduct code or conduct rules that your sport team has adopted, including consequences for violating university policy or sport team rules. Always remember that a coach has the right to impose additional rules and sanctions above and beyond those outlined in this policy.

II. Policies on Misconduct

If you are arrested or charged with a crime you are required to notify your head coach within 24 hours. Your head coach will inform his/her sport administrator. The sport administrator shall serve as the representative of the department in determining the appropriate application of this policy. There are two levels of misconduct that may affect your ability to fully participate in the University of Northern Iowa's intercollegiate athletic program: Level I, Level II. Charges such as minor driving offenses, etc. are not subject to the applications, definitions and sanctions of Level I and Level II misconduct.

A. Level I Misconduct

If the University of Northern Iowa Athletics Department has information which leads to the conclusion that a student-athlete has been arrested or charged with a violation of local, state or federal law involving violence (sexual assault, battery, etc.), theft (any degree), drugs (possession, distribution or intent to distribute, etc.) or a major alcohol offense (OWI, providing alcohol to a minor, etc.) or illegal gambling or any felony charge, the student-athlete shall be immediately suspended from intercollegiate athletic participation, which may include practice. The suspension remains in effect until either 1) the charges are resolved by the legal system; or 2) University or departmental disciplinary measures have been issued in accordance with this policy and/or the department lifts or modifies the suspension or the term of the suspension is served.
By suspending the student-athlete, the department is not pre-judging guilt or innocence, rather the suspension protects the integrity of our department and its 18 sport programs, including all of our student-athletes.

I. Sanctions for Level I Misconduct:

- First Offense - The student-athlete will be suspended from competition a minimum of 10% of the season and may be suspended from practice. However, the Director of Athletics and/or Head Coach reserve the right to dismiss the student-athlete from the team.

The student-athlete may be required to a) Attend an assessment session with a counseling provider to assess if additional intervention is needed. The student-athlete is responsible for related expenses including expenses for education, counseling, evaluation, or treatment, if any expense is entailed; b) Perform community service as directed.

- Second Offense - The student-athlete will be suspended from practice and competition for a minimum of one calendar year. The Athletic Director and/or Head Coach reserve the right to dismiss the student-athlete from the team.

The student-athlete may be required to a) Attend an assessment session with a counseling provider to assess if additional intervention is needed. The student-athlete is responsible for related expenses including expenses for education, counseling, evaluation, or treatment, if any expense is entailed; b) Perform community service as directed.

- Third Offense - The student-athlete will be dismissed from the team.

B. Level II Misconduct

A student-athlete arrested or charged with other infractions (non-Level I) violations such as public intoxication, disorderly conduct, minor in possession, etc. is subject to the following sanctions. The Athletic Director reserves the right to declare any infraction as Level I.

I. Sanctions for Level II Misconduct:

- First Offense - The student-athlete is required to meet with the appropriate sport administrator, or designee to review the infraction. The student-athlete may be required to a) Perform community service as directed; b) If so directed by the sport administrator, attend an assessment session with a counseling provider to assess if additional intervention is needed. The student-athlete is responsible for related expenses including expenses for education, counseling, evaluation, or treatment, if any expense is entailed.

- Second Offense - The student-athlete is required to meet with the appropriate sport administrator, or designee to review the infraction. The student-athlete
may be required to a) Attend an assessment session with a counseling provider to assess if additional intervention is needed; b) Perform community service as directed; c) Shall be suspended a minimum of 10% of all regularly scheduled competitions beginning with the next event.

- Third Offense - Any third level II offense shall be considered a level I violation and result in appropriate level I sanctions.

**Termination of scholarship benefits:** The Director of Athletics may pursue revocation or modification of athletically-related financial aid (i.e., athletic scholarship) as a consequence of any and all Level I misconduct. Any such action shall be in accordance with NCAA legislation and institutional procedures.

**Suspension Guidelines:** Unless a student-athletes has been suspended from all sports, suspensions shall be served at the next opportunity and only in a sport in which the student-athlete was officially participating at the time the incident occurred. While suspended from competition, a student-athlete may be allowed use of facilities for academic services, athletic training and strength and conditioning. Student-athletes may not travel for, or be on the bench/sidelines during, competitions in which they are suspended for conduct violations. The Director of Athletics reserves the right to suspend student-athletes from practice activities under this policy.

**III. Drug Testing**

The University of Northern Iowa shall conduct random drug tests of student-athletes throughout the year. Among the substances tested for are marijuana, cocaine and amphetamines, including ecstasy and methamphetamines. Additionally, the University may test for performance enhancing drugs on a random basis. Refer to the supplemental drug testing policy for additional details.

**IV. Social Networking Sites**

Members of the athletic department staff have the authority to view Facebook, My Space, or any other public online journal, and review profiles and other information for appropriate content related to being a student-athlete. Photos, "groups" or other content (including "wall-postings"), which violate or appear to violate the conditions of this code of conduct or other laws may be considered a violation of this code of conduct. This includes, but is not limited to, derogatory statements, depictions of underage drinking or alcohol use, and any reference to illicit drugs or other inappropriate behavior not reasonably related to a legitimate academic activity.

**V. Hazing & Initiation Activities**

All forms of hazing on the part of any individual, group or organization are subject to disciplinary action. No initiation or other activity shall be undertaken which endangers the health or safety of an individual, or demands an individual to engage in conduct of an unbecoming or humiliating nature, or in any way detracts from an individual's academic pursuits.

For purposes of this policy and university disciplinary action, hazing is prohibited and is defined as any act which intentionally, unintentionally or recklessly endangers the physical, mental or emotional health or safety of a student and/or results in ridicule, for the purpose of admission into, affiliation with or as a condition for continued membership in any group. This applies to any group, organization
or team connected with the university, regardless of the individual's willingness to participate in any forced or required activity. Failure to report hazing activity may be considered a violation of the code of conduct.

VI. Sexual Misconduct Policy

If you or someone you know may be a victim of sexual misconduct, sexual assault, or any other behaviors prohibited under this policy, you are strongly encouraged to seek immediate assistance from Violence Intervention Services, Wellness and Recreation Center, Room 101, (319) 273-2137 or UNI Police, Gilchrist Hall, Room 30, (319) 273-2712. Students will be provided counseling and medical referrals; assistance with safe housing and academic and financial concerns related to the sexual misconduct; and information concerning victim's rights. Individuals will also be provided information concerning University, civil and criminal complaints, including how to file such complaints.

*The University will not pursue disciplinary action for improper use of alcohol or other drugs against an alleged victim of sexual misconduct or against another student who shares information as either a witness to or as a reporter of sexual misconduct as long as the report is made in good faith. See "Good Samaritan Provision" Article III (D) of the Student Conduct Code.*

VII. Student Hosts During Recruiting Visits

The University of Northern Iowa is committed to providing an informative and safe environment for prospective student-athletes while visiting UNI on official recruiting visits. It is the expectation of this policy that prospective student-athletes and student-athletes who will be serving as campus hosts conduct themselves in a manner that is consistent with NCAA regulations and UNI policies.

It is the student host's responsibility to discourage and report any violations of these guidelines to the head coach.

- It is the responsibility of the University of Northern Iowa to use its best efforts to ensure the safety and well-being of prospective student-athletes visiting campus. At the same time, it is incumbent upon prospective student-athletes and their student host to avoid any situations or activities that would jeopardize their safety or would be against NCAA regulations, UNI guidelines, university policies or local laws, rules and regulations.
- All entertainment of prospective student-athletes is limited to a 30-mile radius of the University of Northern Iowa. It is the responsibility of the head coach and the student host to supervise all activities, structured and unstructured, of the prospect while visiting our campus for the purpose of recruitment.
- Underage drinking (under 21) is illegal in the State of Iowa. Prospective student-athletes under age 21 are not allowed consume alcohol.
- If a prospective student athlete is of legal age (21) and may enter a local bar, it is the student host's responsibility to ensure that the prospective student-athlete is aware that alcohol abuse will NOT be tolerated. Prospects who are not yet 19 years old are prohibited from being in a bar after 11:00 p.m. The student host must understand that the host money CANNOT be used to provide alcohol to any prospect regardless of age.
• The use of banned substances (illegal drugs) is prohibited during any official/unofficial visit to the University of Northern Iowa.
• Campus visits are to exclude other inappropriate behavior including, but not limited to, sexual activity, sexual harassment, and/or any type of visitation to strip clubs.
• Any gambling activities during the prospective student-athlete's official visit are prohibited. No visit to any establishment where gambling activities take place will be acceptable.
• An enrolled student-athlete may participate as the student host during a prospective student-athlete's official visit to the University of Northern Iowa. Non-qualifiers are not eligible to be student hosts. The student host may receive a maximum of $40.00 per day to cover actual costs of entertaining prospects (and the prospect's parents, legal guardians or spouse), excluding the cost of meals and admission to UNI events. A maximum of $80.00 can be given to the student host for the duration of the official visit. These funds may not be used for the purchase of souvenirs such as T-shirts or other institutional mementos. At no time may a prospective student-athlete receive cash from the student host.
• A prospective student-athlete may not have contact with representatives of the University of Northern Iowa's athletics interests (boosters). It is the responsibility of the student host to ensure that such contact does not take place when they are entertaining prospective student-athletes. If an unplanned meeting occurs, only an exchange of greeting is permissible.
• Prospective student-athletes will have a curfew of 12:30 a.m. unless they are participating in activities supervised or arranged by the UNI coaching staff.

Incidents contrary to these guidelines may result in a decision by the University to decline admission or grant financial aid to a prospective student-athlete and may also result in penalties to student-athletes up to and including dismissal from the team. If there are any questions relating to these guidelines, you should contact Ben Messerli, Assistant Athletic Director for Compliance.

VIII. Appeals

A student-athlete may appeal sanctions issued as a result of violation of this policy if the policy has been incorrectly applied to the student-athlete's circumstance, or applied in a manner deemed arbitrary and/or capricious, or new information becomes available. This appeal shall be made in writing to the Athletic Director. The basis for the appeal shall be clearly delineated, along with the specific relief sought. The Athletic Director shall respond to the appeal in writing. If the appeal is not resolved to the satisfaction of the student-athlete, further appeal may be made to the Faculty Athletic Representative. This subsequent appeal procedure shall be clearly delineated in the written response from the Athletic Director. Violations of UNI's drug testing policy have a separate appeal policy.

IX. Review

The student-athlete code of conduct is subject to annual review and revision by the athletic department, with subsequent approval of the President of the University.

X. Acknowledgment

Acknowledgment of the terms and conditions of this code of conduct is mandatory prior to athletic participation at the University of Northern Iowa.
3.03 Personal Conduct Rules

A. Definitions. For the purposes of these rules, the following words shall have the meaning set forth unless the context requires otherwise:

a. "Board" means the State Board of Regents, State of Iowa.

b. "University" means an institution of higher learning under the jurisdiction of the Board. When used in the plural, the word means all institutions of higher learning under the jurisdiction of the Board.

c. "President" means the president (or acting president) of the University or any person or persons designated by the president to act on the president's behalf for purposes of these rules.

d. "Campus" includes all property owned or used by the University.

e. "Student" means a person who is currently registered as a student at the University in an undergraduate, graduate or professional program on the campus.

f. "Member of the faculty or staff" includes all employees of the University.

g. "Visitor" means any person on the campus who is not a student or member of the faculty or staff.

A suspended member of the faculty or staff, or a suspended student, who is on the campus during the period of such suspension shall be deemed a visitor.

h. "Person" means any student, member of the faculty or staff, or visitor.

i. "Admission" means admission, re-admission, re-entry, registration, and re-registration as a student to any educational program of the University.

j. "Suspension of a member of the faculty or staff" means that during a specified period of time, the member of the faculty or staff is not eligible to continue as an employee of the University, or to resume his/her employment status or to be granted admission as a student. Subject to other rules and regulations of each institution concerning continued employment by the institution, a member of the faculty or staff who has been suspended for a specified period shall be reinstated by the University at the expiration of the suspension period provided that during the suspension period the member of the faculty or staff has not committed acts of misconduct specified in B. below. One under such suspension whose re-employment is denied on the basis of alleged acts of misconduct committed during his/her suspension period shall have a right to a hearing on that issue as provided in section C.

k. "Suspension of a student" means that during a specified period of time, the student shall be denied admission to the University or employment by it. Subject to the rules and regulations of each institution concerning enrollment at the institution, a suspended student shall be reinstated to the University at the expiration of the suspension period provided that during the suspension period the student has not committed acts of misconduct specified in B. below. A suspended student whose reinstatement is denied on the basis of alleged acts of misconduct committed during this suspension period shall have a right to a hearing on that issue, as provided in Section C.

l. "Expulsion of a student" means termination of his/her status as a student without right of re-admission.

m. "Dismissal of a member of the faculty or staff" means termination of his/her status as an employee without right of re-employment.

B. Rules of Personal Conduct. Any person--student, member of the faculty or staff, or visitor--who intentionally commits, attempts to commit, or incites or aids others in committing any of the following acts of misconduct shall be subject to disciplinary procedures by the University as hereinafter provided:

a. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other University or University-authorized function or event.

b. Unauthorized occupation or use of, or unauthorized entry into, any University facility. However, any entry into, use of, or occupation of any University facility by a student or member of the faculty or staff, which does not violate any of the other Rules of Personal Conduct set forth herein, shall be deemed unauthorized only if specifically prohibited, if that facility is closed at the time to general use or if the person fails to comply with proper notice to leave.

c. Physical abuse or the threat of physical abuse against any person on the campus or at any University-authorized function or event, or other conduct which threatens or endangers the health or safety of any such person.

d. Theft of or damage to property of the University or of a person on the campus.
e. Interference with the right of access to University facilities or with any other lawful right of any person on the campus.

f. Setting a fire on the campus without proper authority.

g. Use or possession on the campus of firearms, ammunition, or other dangerous weapons, substances, or materials (except as expressly authorized by the University), or of bombs, explosives, or explosive or incendiary devices prohibited by law.

h. Conduct off campus which leads directly to a violation of any of subsections "1" through "7" of this section.

C. Sanctions.

a. Any student or member of the faculty or staff who is found, after appropriate hearing,* to have violated any of the rules of personal conduct set forth in B. above may be sanctioned up to and including suspension, expulsion or dismissal. If a suspension is ordered after the start of a semester or quarter, however, the time period of the suspension shall be deemed to run from the beginning of the semester or quarter rather than the actual date of the order. A faculty or staff member who is suspended shall receive no salary during the period of his/her suspension provided; however, that he/she shall be paid for work done prior to the date of the suspension order.

* NOTE: "Appropriate hearing" as used throughout these rules means pursuant to existing hearing procedures in effect at the University for students and members of the faculty and staff.

b. Any sanction imposed under C. 1 and 2 above shall have operative effect at all universities, and a person not eligible for admission to or employment by one university shall be barred similarly at the other universities.

D. Emergency Power

a. The president is authorized to declare a state of emergency to exist at the institution upon a determination by him/her that violent actions or disruptive activities at the University are of such a nature as:

1. To present a clear and present danger to the orderly processes of the University or to persons or property on the campus and,
2. To require extraordinary measures to
   1. Safeguard persons or property at such institution, or,
   2. Maintain educational or other legitimate institutional functions.

b. The state of emergency shall cease to exist automatically 48 hours after it is declared unless the president, after reviewing the situation, determines that it should be extended, such determination to be made under the standards established in a. and b. above. Each extension shall be a maximum period of 48 hours with a new determination being made for each extension. The president may declare the state of emergency to be over before the 48 hour period has run.

c. As soon as feasible after declaring a state of emergency, the president shall notify the Board of his/her actions taken.

d. Upon a finding by the president as set forth in D1 above, the president is authorized to take such action as, in his/her judgment, may be necessary to eliminate or alleviate a clear and present danger to the orderly processes of the University and to safeguard persons or property at the University or to maintain educational or other legitimate University functions including barring a particular person or persons from the campus.

E. Sanctions Under Emergency Power

a. Any person who, after appropriate hearing, is found to have violated knowingly a presidential order issued as contemplated in section D. above may be expelled or dismissed from the University.

b. Any person who, after appropriate hearing, is found to have violated during a state of emergency—knowing that a state of emergency has been declared—any of the Regents' Rules of Personal Conduct, set forth in section B. of this policy, may be expelled or dismissed from the University.

c. Any person who, after appropriate hearing, is found to have violated knowingly a presidential order as contemplated in section D. above and—knowing that a state of emergency had been declared—is
found to have violated during the state of emergency any of the Regents' Rules of Personal Conduct, set forth in section B. of this policy, may be expelled or dismissed from the University.

d. Any sanction imposed under this section shall have operative effect at all universities, and a person not eligible for admission to or employment by one university shall be barred similarly at the other universities.

F. Constitutional Rights. The foregoing rules shall be construed so as not to abridge any person's constitutional right of free expression of thought or opinion, including the traditional American right to assemble peaceably and to petition authorities.

Board of Regents Minutes: July 9-10, 1970, p. 27; May 13-14, 1971, pp. 497-504; June 24-25, 1971, p. 611; Oct. 11-12, 1973; Nov. 7-9, 1973
Alcohol & Marijuana Policy Violation Sanctioning Requirements

Goal: The goal in creating the below expectations is to increase consistency across campus. We should be affording students a similar process and outcome regardless of where a student allegedly violates policy and who their Student Conduct Administrator is.

Alcohol:
1. Minor First Alcohol Violation (minor violations, including students with a BAC of .15 or lower)
   a. My Student Body
   b. Disciplinary Probation
   c. Additional sanctions may be imposed

2. Major First Violation (students with a BAC of .16 or higher, or who are hospitalized)
   OR any Second Alcohol Violation
   a. Brief Alcohol Screening and Intervention for College Students (BASICS)
   b. Parental Notification
   c. Extension of Disciplinary Probation
   d. Additional sanctions may be imposed

3. Third Alcohol Violation
   a. Substance Abuse Evaluation
   b. Parental Notification
   c. Extension of Disciplinary Probation for balance of undergraduate enrollment
   d. Additional sanctions for extenuating circumstances upon consultation with the DOS
   c. Housing Contract Termination (for students whose behaviors had a direct impact on their residence hall community)

4. Fourth Alcohol Violation
   a. Suspension from the University
   b. Housing Contract Termination (DOR only, if not previously cancelled)
   c. Parental Notification
   d. Required proof of treatment to return to UNI, minimum of 2 semesters out

Marijuana:
1. First Marijuana Violation
   a. Marijuana eCheckup To Go and Consultation
   b. Parental Notification
   c. Disciplinary Probation
   d. Additional sanctions for extenuating circumstances

2. Second Marijuana Violation
   a. Substance Abuse Evaluation
   b. Parental Notification
   c. Extension of Disciplinary Probation
   d. Additional sanctions for extenuating circumstances

3. Third Marijuana Violation
   a. Suspension from the University
   b. Housing Contract Termination (only applicable to students with a DOR contract)
   c. Parental Notification
   d. Required proof of treatment to return to UNI, minimum of 2 semesters out
Department of Residence Clarification:
1. Students present in a room where alcohol or marijuana is present, but found not responsible for consuming
   a. First incident – University Warning
   b. Second and all subsequent incidents – same as participating, start with #1 under alcohol or marijuana

2. Room contract holders present during documentation will be held responsible for alcohol or marijuana in their rooms
   a. First and all subsequent incidents – same as participating, hosting, and/or providing, start with #1 under alcohol or marijuana

3. Students present in a room where empties are present
   a. First incident – University Warning
   b. Second and all subsequent incidents – same as participating, starting with # under alcohol

Disciplinary Probation Guidelines:
For alcohol and marijuana violations,
1. Students currently not on probation should be sanctioned to disciplinary probation to the end of the current semester, plus one semester.
2. Students currently on probation should have their probation extended for an additional semester.
Alcohol & Marijuana Policy Violation Sanctioning Requirements

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1. First Marijuana Violation
   a. Marijuana eCheckup To Go and Consultation
   b. Parental Notification
   c. Disciplinary Probation
   d. Additional sanctions for extenuating circumstances

2. Second Marijuana Violation
   a. Substance Abuse Evaluation
   b. Parental Notification
   c. Extension of Disciplinary Probation
   d. Additional sanctions for extenuating circumstances

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Disciplinary Probation Guidelines:
For alcohol and marijuana violations,
1. Students currently on probation should be sanctioned to disciplinary probation to the end of the current semester, plus one semester.
2. Students currently on probation should have their probation extended for an additional semester.
Substance Abuse Services Program Referral Information

1. MyStudentBody: Increasing Awareness and Taking Responsibility
   Managed by the Office of the Dean of Students

The MyStudentBody Student Conduct online course has two modules students will need to complete: Increasing Awareness and Taking Responsibility. The whole course should take about 60 minutes, but doesn’t have to all be done at once since progress is automatically saved when a student logs out. This program is designed to help students learn more about alcohol and reflect on the role it plays in your life. Through a flexible interactive design, the Increasing Awareness and Taking Responsibility modules teach students about alcohol, drugs and other addictive substances. The goal of this course is to increase students’ knowledge, decrease harmful behaviors, and provide information to help students make good decisions. There is a $50 registration fee for this program.

Guide: Generally, sanctioned for a minor 1st offense. Examples may include a MIP, 1st offense public intoxication, with lower B.A.C. (below .15) and the student being cooperative.

2. Brief Alcohol Screening and Intervention for College Students (BASICS)
   Managed by Student Wellness Services

BASICS is a harm reduction approach regarding drinking. It was specifically developed for use with college students. After completing and turning in a confidential questionnaire about their drinking, program staff will develop a personalized feedback profile and contact you to set up your appointment. The profile includes myths about alcohol's effects, facts on alcohol norms, ways to reduce future risks associated with alcohol use, and a menu of options to assist in making any desired changes. There is a $75 registration fee for this program.

Guide: Generally, sanctioned for a 2nd offense or more serious first incidents. Examples may include public intoxication with a higher B.A.C. (above .15) or the student is starting to experience negative consequences as a result of drinking.

3. Marijuana e-Checkup To Go and Consultation
   Managed by Student Wellness Services

The Marijuana e-Checkup To Go program was specifically developed for use with college students. After completing a confidential questionnaire about their marijuana use, students will receive accurate and personalized feedback about their individual pattern of marijuana use, risk patterns, aspirations and goals, and helpful resources at University of Northern Iowa and in the community. Students must first register for this program. At the end of the program, students will be given the option to print their results, which they should do. Students should contact the appropriate staff member in Student Wellness Services to set up their consultation appointment for reviewing results. There is a $50 registration fee for this program.

Guide: Generally, sanctioned for a 1st offense marijuana incident.
4. Substance Abuse Evaluation

*Managed by Pathways Behavioral Services or other off campus providers*

An evaluation is a testing process used to determine whether a person is misusing alcohol and/or other drugs. Students may complete this service on campus, with Pathways through the Student Health Center, or through an off campus provider. Upon completion, students must request that a copy of their evaluation be submitted to their Student Conduct Administrator. The evaluation should be uploaded to the students Maxient case. As part of their sanction students are required to follow any educational or treatment recommendations. The average fee for this service is $125.

*Guide: Generally, sanctioned for multiple offenses. If there is a family history of abuse, the student is experiencing repeated negative consequences, or a drug other than alcohol is involved, the student may be a good candidate for this service.*

5. Prime for Life: Driving Unimpaired

Prime for Life is an extensive, 12-hour program that focuses on individual drinking choices. Students will learn about the amount and frequency of drinking that is considered low-risk, and learn how a family history of addiction increases their risk for alcoholism. The course also introduces signs of a drinking problem and highlights substance abuse resources that are available on and off campus. Students will also complete a self-assessment of your drinking and learn where they can access a more in-depth substance abuse evaluation. The course also thoroughly addresses driving under the influence. *This course is provided by Hawkeye Community College (296-4290; $115 fee), Pathways Behavioral Services (235-6571; $115 fee) and Cedar Valley Recovery Services (277-5808; $115 fee). Phone these programs directly to obtain a class schedule and/or to register for the class.*

*Guide: This course may be required by the courts for an OWI/DUI offense.*

Registration Information

To register for MyStudentBody, phone Connie Smith at (319) 273-2332. Connie provides administrative support to the Office of the Dean of Students.

To register for BASICS or Marijuana eCheckup To Go, phone Phyllis Beauchamp at (319) 273-7166. Ms. Beauchamp provides administrative support for Student Wellness Services as well as Recreation Services.

To schedule a substance abuse evaluation students should follow the instructions provided in their outcome letter.
1. MyStudentBody: Increasing Awareness and Taking Responsibility

The MyStudentBody Student Conduct online course has two modules students will need to complete: Increasing Awareness and Taking Responsibility. The whole course should take about 60 minutes, but doesn’t have to all be done at once since progress is automatically saved when a student logs out. This program is designed to help students learn more about alcohol and reflect on the role it plays in your life. Through a flexible interactive design, the Increasing Awareness and Taking Responsibility modules teach students about alcohol, drugs and other addictive substances. The goal of this course is to increase students’ knowledge, decrease harmful behaviors, and provide information to help students make good decisions. There is a $50 registration fee for this program.

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3. Marijuana e-Checkup To Go and Consultation

The Marijuana e-Checkup To Go program was specifically developed for use with college students. After completing a confidential questionnaire about their marijuana use, students will receive accurate and personalized feedback about their individual pattern of marijuana use, risk patterns, aspirations and goals, and helpful resources at University of Northern Iowa and in the community. Students must first register for this program. At the end of the program, students will be given the option to print their results, which they should do. Students should contact the appropriate staff member in Student Wellness Services to set-up their consultation appointment for reviewing results. There is a $50 registration fee for this program.
4. Substance Abuse Evaluation

An evaluation is a testing process used to determine whether a person is addicted to alcohol and/or other drugs. The evaluation process requires approximately an hour and a half. Students will complete questionnaires concerning their alcohol and other drug use and difficulties their use has caused. After the initial meeting, an additional session will be scheduled to review the results of the testing and to discuss subsequent recommendations. Follow-up recommendations may include educational and/or treatment referrals. There is a $125 fee for this service.

Generally, students assessed for multiple offenses. If there is a family history of abuse, the student is experiencing repeated negative consequences, or a drug other than alcohol is involved, the student may be a good candidate for this service.

Please note: Student Wellness Services do not provide evaluations for students who have received an OWI. Since SWS does not offer a treatment program, we do not meet DOT requirements for evaluation procedures. These students should be referred to an off campus provider to help ensure they’re not paying for two Substance Abuse Evaluations.

5. Prime for Life: Driving Unimpaired*

Prime for Life is an extensive, 12-hour program that focuses on individual drinking choices. Students will learn about the amount and frequency of drinking that is considered low-risk, and learn how a family history of addiction increases their risk for alcoholism. The course also introduces signs of a drinking problem and highlights substance abuse resources that are available on and off campus. Students will also complete a self-assessment of your drinking and learn where they can access a more in-depth substance abuse evaluation. The course also thoroughly addresses driving under the influence. *This course is provided by Hawkeye Community College (296-4290; $115 fee), Pathways Behavioral Services (235-6571; $115 fee) and Cedar Valley Recovery Services (277-5808; $115 fee). Phone these programs directly to obtain a class schedule and/or to register for the class.

Guide: This is the course required by the courts for an OWI/DUI offense.

Registration Information

To register for MyStudentBody, BASICS or Marijuana eCheckup To Go, phone Phyllis Beauchamp at (319) 273-7166. Ms. Beauchamp provides administrative support for UNI Substance Abuse Services.

To schedule a substance abuse evaluation, or Marijuana eCheckup To Go consultation, Student Wellness Services.
DFSCR Biennial Review - 2016-2017 AY

# of Students Sanctioned

MyStudentBody: 183
BASICS: 49
Marijuana eCheckup To Go: 35
Parental Notification: 55
Substance Abuse Evaluation: 34
Use of Non-Prescribed Medication: 11 students were charged, 5 were found responsible – no specific sanction given for this charge

Recidivism Rate by AOD Charge

<table>
<thead>
<tr>
<th>Charge</th>
<th>Responsible After First Incident</th>
<th>Total Responsible</th>
<th>% Repeat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol: Common Spaces</td>
<td>0</td>
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<tr>
<td>Alcohol: Empty Containers</td>
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<td>Alcohol: Hosting</td>
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<td>Alcohol: Illegal use of Alcohol</td>
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<tr>
<td>Alcohol: Proximity</td>
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<td>Alcohol: Public Spaces</td>
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<td>Alcohol: Responsible Consumption</td>
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<td>4</td>
<td>0.00</td>
</tr>
<tr>
<td>Charge</td>
<td>Responsible After First Incident</td>
<td>Total Responsible</td>
<td>% Repeat</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------------------------</td>
<td>-------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Alcohol: Roommate Agreement</td>
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<td>1</td>
<td>0.00</td>
</tr>
<tr>
<td>Alcohol: UNI Alcohol Policy</td>
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<tr>
<td>Alcohol: Underage Possession</td>
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<td>Alcohol: Underage Use</td>
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<td>Drugs: Drug Paraphernalia</td>
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<tr>
<td>Drugs: Prescription Medication</td>
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<td>5</td>
<td>0.00</td>
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<tr>
<td>Drugs: Use or possession of any other illegal controlled substance</td>
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<tr>
<td>Drugs: Use or possession of marijuana</td>
<td>5</td>
<td>42</td>
<td>11.90</td>
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DFSCR Biennial Review - 2017-2018 AY

# of Students Sanctioned
MyStudentBody: 142
BASICS: 44
Marijuana eCheckup To Go: 35
Parental Notification: 81
Substance Abuse Evaluation: 25
Use of Non-Prescribed Medication: 5 students were charged, 3 were found responsible – no specific sanction given for this charge

Recidivism Rate by AOD Charge

<table>
<thead>
<tr>
<th>Charge</th>
<th>Responsible After First Incident</th>
<th>Total Responsible</th>
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</thead>
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<tr>
<td>Alcohol: Common Sources</td>
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<tr>
<td>Alcohol: Common Spaces</td>
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<td>Alcohol: Empty Containers</td>
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<tr>
<td>Alcohol: Hosting</td>
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<tr>
<td>Alcohol: Illegal use of Alcohol</td>
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<tr>
<td>Charge</td>
<td>Responsible After First Incident</td>
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<td>% Repeat</td>
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<td>---------------------------------------------</td>
<td>----------------------------------</td>
<td>-------------------</td>
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<td>0.00</td>
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<td>Alcohol: UNI Alcohol Policy</td>
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<td>5.31</td>
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<tr>
<td>Drugs: Drug Paraphernalia</td>
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<td>0.00</td>
</tr>
<tr>
<td>Drugs: Prescription Medication</td>
<td>0</td>
<td>3</td>
<td>0.00</td>
</tr>
<tr>
<td>Drugs: Use or possession of any other illegal controlled substance</td>
<td>0</td>
<td>5</td>
<td>0.00</td>
</tr>
<tr>
<td>Drugs: Use or possession of marijuana</td>
<td>3</td>
<td>40</td>
<td>7.50</td>
</tr>
</tbody>
</table>
Introducing a New Employee Benefit
The University of Northern Iowa
Employee Assistance Program (EAP)

The University of Northern Iowa is excited to announce a new company-sponsored benefit! Beginning July 1, 2013, an Employee Assistance Program (EAP) will be available to you and your family members to help you overcome problems and challenges in your everyday lives.

We are committed to providing quality problem assistance to help you find the best approach to your personal concerns. Employee & Family Resources (EFR) was carefully selected to serve you independently and confidentially.

What can your EAP do for you?
Your EAP consists of counseling and additional services to help you in your personal and professional life. Services are provided at no cost to you and are strictly confidential (within legal limits). The EAP can assist you and your family members in finding solutions to a wide variety of personal, family and work-related concerns.

To use your EAP, you or your family members can contact an EAP counselor by calling 800.327.4692. The counselor will verify your eligibility and listen to your questions or concerns. Then, together you and the counselor will decide on steps you can take to resolve your concerns.

Services available through your EAP:
- **24-Hour Telephone Access:** Counselors are available 24/7/365 by calling 800.327.4692.
- **In-Person Appointments:** Up to six (6) sessions available for problem assessment, short-term counseling and referrals to additional resources as needed.

- **Life Coaching:** For those striving to make positive life changes. Telephone and web-based assistance by a trained Life Coach.
- **Financial Consultation:** Assistance with budgeting, credit reports, tax questions, financial planning and more.
- **Legal Consultation:** Consultation for a wide range of specific legal concerns including will and estate planning, divorce, child custody and more.
- **Elder Care Resources:** The EAP will help you assess your loved one’s needs and assist in identifying resources available in their area to meet those needs.
- **RealLife Solutions Newsletter:** A monthly newsletter reinforcing healthy lifestyles and workplace productivity and reminding you of your EAP benefits.
- **Better Living Web Resource:** Available through the EFR website at www.efr.org/eap. The website features articles and other resources to help you learn about health and nutrition, balancing work and family, managing stress and much more.

*The EAP is your 24/7 direct line to free, confidential and professional help when you need it. Eligible participants include you, family members living in your home, and legal dependents who may live elsewhere. Family members may contact the EAP on their own and receive the same confidential services listed above.*
Social Event Policy

University of Northern Iowa Interfraternity and Panhellenic Councils

Section I: Purpose

1. To assist fraternities and sororities in the planning and execution of safe social functions.
2. To raise awareness amongst Fraternity & Sorority Life (FSL) members of the level of risk that occurs at social functions, and to put into place the policies and procedures to reduce the level of risk.
3. To provide continuous education regarding FSL social functions.
4. To promote responsible alcohol use by all FSL members.
5. To exemplify and uphold our fraternal values.

Section II: Definition of a Social Event

A social event is characterized and defined by, but not limited to, the following:

1. Indications of advertisement of the event:
   a. Information concerning the event was announced at a chapter meeting
   b. Information concerning the event was posted in the chapter house
   c. Information concerning the event was emailed to the chapter distribution list
   d. Information concerning the event was posted on the chapter Facebook page or to other online communities

2. Any event an observer would associate with the fraternity or sorority chapter.

Section III: Types of Social Events

<table>
<thead>
<tr>
<th></th>
<th>Events with Alcohol</th>
<th>Must be Registered</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Third Party Vendor Events – chapters may choose to host an event where alcohol is served by a licensed, insured, third party vendor.</td>
<td>Must be Registered</td>
</tr>
<tr>
<td></td>
<td>BYOB Events – chapters may choose to host an event where each attendee brings their own beverage (&quot;BYOB&quot;).</td>
<td>Must be Registered</td>
</tr>
<tr>
<td>B</td>
<td>Dry Events</td>
<td>Does not need to be Registered</td>
</tr>
<tr>
<td></td>
<td>Chapters may choose to host mixers or other dry events either on or off-campus.</td>
<td>Does not need to be Registered</td>
</tr>
<tr>
<td>C</td>
<td>Philanthropy</td>
<td>Does not need to be Registered</td>
</tr>
<tr>
<td></td>
<td>Chapters may choose to host their philanthropy event(s) on or off-campus.</td>
<td>Does not need to be Registered</td>
</tr>
</tbody>
</table>
Section IV: Scheduling of Events

1. All above events will be initially scheduled during a meeting presided over by Interfraternity (IFC) and Panhellenic Council (PHC) executives at the beginning of each semester. The scheduled events will comprise the comprehensive Greek Social Calendar.

2. Additional events may be added to the Greek Social Calendar beyond initial scheduling. A request to add an event requires an in-person meeting with the appropriate IFC or PHC executive. An approved addition of an event must follow the required registration for the type of event it is.

3. The maximum allowance for events on any single day will be two (2) social events (A, B Events) and one (1) philanthropy event (C Event).

Section V: Registering an Event

1. A Events (Events with alcohol) must be registered by submitting a Social Notification Form to the Office of Student Life two (2) weeks prior to the event date. Office of Student Life hours are Monday-Friday 8:00am-5:00pm.

2. All sections of the Social Notification Form must be completed and accurate for the form to be valid. Incomplete forms will not be accepted. Falsification of information on the Social Notification Form is prohibited and may result in disciplinary actions. The Social Notification Form will serve as the university reference for the event.

3. A pre-event guest list must be provided for A Events and will include each guest’s name and date of birth. All guest lists will be handed in to the Office of Student Life two (2) days before the event. Office of Student Life hours are Monday-Friday 8:00am-5:00pm.

4. A post-event guest list is required with the signatures of the guests who attended and shall be turned in to the Office of Student Life the immediate school day following the event by 5:00pm.

Section VI: Third Party Vendors

Events held at a Third Party Vendor are subject to the alcohol guidelines (Section VIII) listed in this document. Additionally, the following steps must also be taken for Third Party Vendor Events.

1. An event can only be held at an approved Third Party Vendor. A list of approved vendors can be found online.
   a. An approved vendor must meet the guidelines stated in the Third Party Vendor Checklist.
   b. If an event is going to be held at a Third Party Vendor that is not currently approved, then the contact information for the manager of the vendor must be submitted to the appropriate IFC or PHC executive a minimum of three (3) weeks prior to the event date.

2. The host chapter(s) must complete the Third Party Vendor Checklist indicating what the vendor is responsible for.
3. The Third Party Vendor Checklist must be submitted along with the Social Notification Form to the Office of Student Life two (2) weeks prior to the event date. Office of Student Life hours are Monday-Friday 8:00am-5:00pm. Incomplete forms will not be accepted. Falsification of information on the Third Party Vendor Checklist is prohibited and may result in disciplinary actions.

4. Transportation for off-campus events must adhere to the following:
   a. All non-overnight events must be provided through a licensed bus service distinguished and registered by the sponsoring chapter(s).
   b. Transportation to overnight events does not require bus services however; the use of a licensed bus service is highly encouraged.

Section VII: Bring Your Own Events

Any event that is not held at a third party vendor must be BYOB (Bring Your Own Beverage). In addition to following all other guidelines related to alcohol, chapters must also follow these guidelines for BYOB events:

1. The sponsoring chapter must provide four (4) sober monitors. The names and signatures of these individuals should be included in the Social Notification Form. Sober monitors are required to be individuals who have been members of the sponsoring chapter for a minimum of two (2) semesters.

2. To gain entry, individuals must be on a guest list and have a valid government issued ID.

3. Individuals who are 21 or older will receive a wristband or stamp upon entry.

4. A maximum of six twelve-ounce containers of beer or an equivalent product (Mike's Hard Lemonade, Strawberita, etc.), or four wine coolers.

5. A sober monitor must be present to collect alcohol at the door. All beverages must be marked with the owner's name and stored at a single location for the duration of the event. This area and the distribution of beverages must also be overseen by a sober monitor.

6. Only one (1) beverage may be obtained at a time and only by the individual who brought it to the event.

7. Beverages in glass containers are not permitted.

8. Hard alcohol is not permitted at BYOB events.

Section VIII: Alcohol and Drug Guidelines

1. The possession, sale, use or consumption of ALCOHOLIC BEVERAGES, while on chapter premises or during a chapter event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the chapter, must be in compliance with all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.
2. No alcoholic beverages may be purchased through chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, the chapter. The purchase or use of a bulk quantity or common sources of such alcoholic beverage, e.g. kegs or cases, is prohibited.

3. OPEN PARTIES, meaning those with unrestricted access by non-members of the chapter, without specific invitation, where alcohol is present, shall be forbidden. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal "drinking age").

4. The possession, sale or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter premises or during a chapter event or at any event that an observer would associate with the chapter, is strictly prohibited.

5. No chapter may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a tavern as defined above for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third party vendor and guest list. An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.

6. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups or organizations.

7. All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.

8. No member or pledge, associate/new member or novice shall permit, tolerate, encourage or participate in "drinking games". The definition of drinking games includes but is not limited to the consumption of alcohol which involves duress or encouragement.

9. No alcohol shall be present at any pledge/associate member/new member/novice program, activity or ritual of the chapter. This includes but is not limited to activities associated with "bid night", "big brother/big sister night" and initiation.

**Section IX: Policy Education**

1. All chapters have an obligation to educate their members on this policy. The IFC and Panhellenic executives will provide a presentation geared towards new members. This presentation will be given at the chapter level, facilitated by an IFC or Panhellenic Executive member from their respective chapter in conjunction with their chapter's new member educator, and will occur at the beginning of each semester and/or before the first social event with alcohol if new members have been added to the chapter.
a. No social events with alcohol will take place until the presentation has been given and signed off on by the IFC or Panhellenic Executive who has facilitated the presentation.
b. Upon completion of the presentation, each chapter’s social chair (or equivalent) will complete the FSL Social Policy Presentation Confirmation Form, which requires the signature of the IFC or Panhellenic Executive who facilitated the presentation. This must be submitted at least two (2) days before a social event with alcohol, and it can be turned in at the same time as the pre-guest list. Office of Student Life hours are Monday-Friday 8:00am-5:00pm.
c. If a chapter does not have a member on IFC or Panhellenic Executive, a representative from these bodies will be sent to that chapter’s formal meeting to facilitate the presentation.
d. If a chapter receives new members after the first scheduled social event with alcohol, the chapter will still complete the presentation for the newest members before the next social event with alcohol that the newest member will attend. Refer to Section IX:1.b. above for information on how to complete the policy education process.
e. Failure to complete the presentation and/or falsification of the FSL Social Policy Presentation Confirmation Form is prohibited and may result in other disciplinary actions.

Section X: Enforcement

1. Federal, state, and local laws will take precedence over this policy.
2. The Panhellenic and Interfraternity Councils will oversee the monitoring of events and enforce the provisions of this policy at their discretion.

Section XI: Registration Paperwork Violations

Registration paperwork violations consist of the following:

1. Late registration of an event.
2. Guest list is not handed in by 5:00pm two (2) days before the event to the Office of Student Life office.
3. Post party guest lists not handed in to the Office of Student Life office by the immediate school day following to the event by 5:00PM.
4. Incomplete Social Notification Form.

Registration paperwork violations will be addressed as follows:

1. First violation will result in a social warning.
2. Second violation will result in the cancellation of the event for which the registration violation took place.

3. All violations after a second violation will be handled at the discretion of the appropriate IFC/PHC executive.

4. All violations will be in effect for one (1) semester.

Section XII: Sanctions

All sanctions depend on the severity of the infraction and will be assessed at the discretion of the appropriate Panhellenic and Interfraternity executive. Reviews and sanctions of alleged infractions will follow the judicial procedures outlined for each council.

All forms mentioned in this document are found on the UNI Office of Student Life website (http://www.uni.edu/studentlife/) under "Fraternity and Sorority Life" > "Documents & Forms" > "Sorority" OR "Fraternity."