



Drug-Free Schools and Campuses Regulations [Edgar Part 86] Biennial
Review 2020: Academic Years 2018-2019 & 2019-2020

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Fall 2020



Louisiana State University Shreveport
Drug-Free Schools and Campuses Regulations [EDGAR Part 86]
Alcohol and Other Drug Prevention Certification

The undersigned certifies that it has adopted and implemented an alcohol and other drug prevention program for its students and employees that at a minimum includes:

- 1. The annual distribution to each employee and to each student who is taking one or more classes of any kind of academic credit except for continuing education units, regardless of the length of the student's program of study:
a. Standards of conduct that clearly prohibit at a minimum, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as a part of any of its activities,
b. A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol,
c. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol
d. A description of any drug or alcohol counseling, treatment or rehabilitation or re-entry programs that are available to employees or students, and
e. A clear statement that the institution will impose disciplinary sanctions, up to an including expulsion or termination of employees and referral for prosecution, for violation of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.
2. A biennial review by the institution of its alcohol and other drug prevention comprehensive program to:
a. Determine its effectiveness and implement changes to its comprehensive alcohol and other drug prevention program and policies, if they are needed and
b. Ensure that its disciplinary sanctions are consistently enforced.

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Introduction

The Drug-Free Schools and Campuses Act (DFSCA) of 1989 requires institutions of higher education to establish policies that address unlawful possession, use, or distribution of alcohol and illicit drugs for faculty, staff, and students. LSU Shreveport is committed to providing safe work and learning environments free from the unlawful possession, use, or distribution of illicit drugs and alcohol. Institutional policies provide behavioral guidance and prevention programming to the campus community, information about the dangers associated with the use of illicit drugs and alcohol, and outline appropriate sanctions. The University distributes these policies annually to the campus community. In accordance with the Drug-Free Schools and Campuses Regulations, LSU Shreveport conducts an on-going review of its drug and alcohol policies and prevention programming. The purpose of this comprehensive review is to evaluate the effectiveness of the institution's alcohol and other drug policies and the consistency of sanction enforcement. Highlights from the review are listed below.

Compliance:

- Comprehensive review and update of campus-wide alcohol and tobacco-free policies
- Notification via student email and staff safety newsletter
- Updated policies published on web & reflected in Student Handbook

Strategic Planning:

- Select Task Force members discussed new Opioid Policy from Board of Regents
- Initiated process to achieve WellSpot designation from Louisiana Department of Health

Interventions:

- E-learning platforms presented to students: My Student Body and Campus Well
- AUDIT and ASSIST online screenings offered to students
- LA Quitline incorporated into Tobacco-free campus policy and marketed on campus
- Theatrical skits presented at New Student Orientation

Assessment:

- CORE Survey (2019)

Biennial Review Process

The Dean of Students Office coordinates the biennial review of alcohol and other drug (AOD) policies at LSUS as well as alcohol and other drug education and intervention. The Dean of Students Office maintains all reports for a period of seven years and makes them available upon request. The University also makes the biennial reports available online to the University community.

This biennial review covers the academic years 2018-19 and 2019-20 and examines not only the effectiveness of education programs and policies but also the consistency of sanctioning to address any policy violations. The review began in the summer 2020 and continued through the fall. Due to the restrictions imposed by the Coronavirus pandemic, the Alcohol & Drug Prevention Task Force did not meet. Rather, Brianna Scott, a Graduate Assistant in the Masters in Public Health, met individually with task force members to collect relevant data from their respective areas. The Dean of Students met with other members (University Police and Human Resources/Risk Management) to begin planning for implementation of the Louisiana Board of Regents mandate for an Opioid Prevention Policy. Additionally, the Dean of Students gathered information from external sources, such as the CORE Survey and campus self-assessments, to compile the written report. The written report is published on the Dean of Students webpage and print versions are available upon request to the Dean of Students. Reports are kept in the Dean of Students Office for seven years. The following individuals make up the Task Force:

- Dean of Students: Paula Atkins, Ed.D.
- Chancellor: Larry Clark, L.L.M., in taxation
- Director of Human Resource Management: Bill Wolfe, SPHR
- Director of Athletics, Lucas Morgan
- Student Involvement & Greek Life Coordinator: Rebekah Hensley, B.S.
- University Police: Chief Donald Wray
- Director of Student Advocacy & Accountability: Grace Nickels, M.B.A.
- Graduate Assistant: Brianna Scott, B.S.

Annual Policy Notification Process

LSUS actively notifies students and employees of community standards related to alcohol and other drugs (AOD) at several points during the academic year. The notification clearly outlines community standards and addresses prohibited behaviors, legal sanctions, health risks, and resources available to both students and faculty. This biennial review contains links to relevant documents. Where links are not available, the documents are included in the appendices.

Notification to all enrolled students

LSUS student email serves as the official form of communication between students and the University. At the beginning of each regular semester, the Dean of Students Office sends a “Notice to All Students” email (Appendix 1) to all enrolled students. All students enrolled for credit, whether full-time or part-time, graduate or undergraduate, online or on-campus, received the email in their LSUS student email account. The “Notice to All Students” includes those students enrolled in the LSUS LPN certification program as well as high school students who are dually enrolled at LSUS. During this biennial period, notices were sent on September 7, 2018; January 29, 2019; September 17, 2019; and January 29, 2020. The “Notice to All Students” email includes links to several useful resources, including the full text of the Annual Notification which is published on the Dean of Students webpage. The University also publishes Policy Statement 3.32.00, a campus-wide alcohol policy (Appendix 2) via the [LSUS Policy Manual](#). Students, including those who enroll after the Annual Notification is sent, are also directed to this policy from the [LSUS Student Handbook](#) which is published, along with other AOD information, on the Dean of Students webpage.

Notification to faculty and staff (including student workers)

Human Resource Management sends a safety newsletter several times a semester to all employees, including faculty, staff, and student workers via campus email. All employees have access to campus email, which serves as the official method of communication to faculty/staff. A [link](#) to the Policy Statement 6.02.02, Drug Free Workplace and Drug Testing Policy (Appendix 3), is included in the newsletter and all employees must affirmatively acknowledge having received and read the newsletter. During the current review period, the newsletter (Appendix 4) was provided during the spring 2019 term. These policies are also available online in [LSUS Policy Statements](#), the Employee Handbook, and upon request in Human Resources. Consideration is still being given to additional notification options to employees, such as including in employee orientation and posting outside the Human Resource Management office.

AOD Prevalence Rate, Incidence Rate, Needs Assessment and Trend Data

Campus Incidents

The University disseminates information on campus incidents in the [Annual Security and Fire Safety Report](#). LSUS Police report aggregate data within the Clery jurisdiction and gather the information from incidents reported through University Police as well as incidents reported to Student Advocacy & Accountability. Therefore, the report includes all known liquor and drug law violations as defined by the Uniform Crime Reporting Handbook, as well as infractions of campus policies. During the period covered by the biennial review, there have been no known drug or alcohol related fatalities, admissions to the ER, requests for transport or calls for service related to drug and alcohol reported to campus officials. The most recent Annual Security and Fire Safety Report (2020), which is reported on

the calendar year, has some overlap with the current biennium period. The table below shows the alcohol and drug violations reported in LSUS Campus Crime Statistics. The statistics reported here reflect only on-campus totals, although Clery also defines locations off-campus. Arrests differ from referrals in that referrals refer to cases submitted to Student Advocacy & Accountability for consideration under the Code of Student Conduct rather than to the criminal justice system.

LSUS Campus Crime Statistics (selected)			
	2017	2018	2019
Drug Law Violations			
Drug Arrests	2	5	1
Drug Referrals	6	10	3
Alcohol Law Violations			
Alcohol Arrests	0	0	0
Alcohol Violations	3	2	0

These numbers are consistent with accountability cases involving drug and alcohol violations of the [*Code of Student Conduct*](#) and which reflect only infractions by LSUS students. A review of the Student Advocacy & Accountability Annual reports reveal no alcohol violations and 2 drug violations adjudicated during 2018-19. There were not any alcohol or drug violations adjudicated during 2019-20.

Alcohol and other Drug Assessment Data

CORE Alcohol & Drug Survey (2019)

The Core Alcohol and Drug survey, a nationally normed survey, evaluates alcohol and other drug usage as well as AOD attitudes and perceptions among college students. LSUS administered the survey in the spring of 2017 and 2019. The [**2019 Executive Summary**](#) is published on the Drug and Alcohol

Abuse Prevention section of the Dean of Students web. The Survey will be administered again in the spring of 2021. With the exception of a slight increase in use of illegal drugs other than marijuana, the majority of measures saw declines in use and negative impact between 2015 and 2017. However, in a review of the two most recent administrations, there were notable increases in all measures with the exception of underage drinking, which was down by just over nine percent. Despite these increases, all measures of alcohol prevalence from 2019 remained lower than those reported in 2015. Consistent with national trends, marijuana use (both annual and 30 –day prevalence) is up. Reports of experiences with serious personal problems, such as suicidality, injury, or sexual assault remained about the same (about 13%). The tables below provide additional items of interest from the 2019 administration.

CORE SURVEY COMPARISONS – ALCOHOL				
Alcohol Prevalence/Incidents	2015	2017	2019	Difference (2017& 2019)
Annual Prevalence Rate (consumed in past year)	86.6%	74.1%	75.9%	+1.8%
30-day Prevalence Rate (consumed in last 30 days)	64.2%	50.6%	53.6%	+3.0%
Underage (<21) consumed in last 30 days	57.1%	40.4%	31.0%	-9.4%
Binge drank in last 2 weeks	25.8%	20.7%	25.0%	+4.3%

CORE SURVEY COMPARISONS – DRUG				
Drug Prevalence/Incidents	2015	2017	2019	Difference (2017& 2019)
Annual Prevalence Rate (used marijuana in past year)	28.4%	20.9%	24.1%	+3.2%
30-day Prevalence Rate (current marijuana use)	13.1%	9.1%	18.2%	+9.1%
Used other illegal drug in last year	10.4%	11.0%	17.0%	+6.0%
Current use of other illegal drug	6.0%	3.0%	8.2%	+5.2%

Other Assessment Data (My Student Body, AUDIT, ASSIST, Campus Well)

The University does not participate in any other large scale, nationally normed assessment, such as the National College Health Assessment (NCHA) Survey Data; however, other platforms that ask Alcohol and other Drug related questions are used to assess student use of AOD. These platforms include: My Student Body, a nationally recognized learning platform, Campus Well, a monthly e-magazine, and two online screening tools (AUDIT and ASSIST) accessed via Screenings for Mental Health, Inc. Some assessment data can be taken from these platforms, primarily levels of knowledge or awareness. The data from the current biennial review period will be discussed below in the AOD Intervention and Outcome Data section.

Policy Enforcement & Compliance

Various campus offices are responsible for monitoring and enforcing policies related to Alcohol and Other Drugs. The information below summarizes each policy and provides information regarding administration, enforcement, jurisdiction, and consequences resulting from violations. Where applicable, links to full text of each policy are provided. Full texts are also provided in the Appendices.

P.S. 3.27.01 Tobacco-Free Campus Policy

Since August 2014, LSUS has promoted a tobacco-free environment. LSUS prohibits the use of all tobacco products, which includes smoking, smokeless, and vapor emitting, on the LSUS campus. Administered by Business Affairs, this [policy](#) (Appendix 5) was updated in spring 2020 to include components to satisfy a Well Spot designation through the Louisiana Department of Health. These updates included revisions to definitions, the addition of the Louisiana Quitline for intervention/sanction, and the Drug & Alcohol Task Force for policy review. The policy applies to all within the campus

community, including students, faculty, staff, contractors, and visitors. Any campus community member is encouraged to report violations to his/her supervisor or the person/office responsible organizing the campus events (for community related events). Either Student Advocacy & Accountability (for student violations), Program/Department Heads or Human Resource Management (for faculty/staff violations) and office responsible for the event (for campus events) address violations and make decisions regarding sanctions.

P.S. 3.32.00 Serving, Possessing, and Consuming Alcoholic Beverages

Our campus-wide policies were reviewed in 2019. Previously, two policies regulated alcohol related activities on campus, one for students and one for the rest of the campus community. Coordinated by Business Affairs, the newly published [regulation](#) (Appendix 2) provides a comprehensive policy for all campus constituents. It outlines procedures for the distribution and consumption of alcoholic beverages on or around campus and limits the distribution and consumption of alcoholic beverages to members of the LSUS community and authorized guests at approved events. The policy outlines the responsibilities of all participants and consequences of any violations. Violations by employees are monitored and adjudicated by Human Resources. Violations by students are monitored and adjudicated by Student Advocacy & Accountability. There were no employee violations reported during this biennial review period. Student violations are reported in the [Code of Student Conduct](#) section below.

P.S. 6.02.02 Drug Free Workplace and Drug Testing Policy; Drug-Free Schools and Communities Act Compliance; and Policy on Illegal Drug Use and Alcohol Misuse

Administered by the Office of the Chancellor, this campus-wide comprehensive [policy](#) (Appendix 3), coordinated by the Office of the Chancellor and administered by Business Affairs, addresses illegal actions involving alcohol and controlled substances by all campus community members, including faculty, staff, and students. Specifically, the policy sets conditions requiring drug and/or alcohol testing of employees and student employees, procedures for obtaining testing, reporting responsibilities, conditions requiring searches and inspections, and enforcement procedures. These policies function are coordinated out of Human Resource Management with reliance on employees in supervisory roles to report concerns regarding their employees. The policy further requires employees to notify the University of any drug or alcohol related arrests or convictions. The campus-wide policy also includes information regarding health risks, awareness/treatment programs, and applicable sanctions. According to Human Resources, there were no violations of this policy during the current review period.

Code of Student Conduct: Behavioral Misconduct

The [Code of Student Conduct](#) sets standards for student academic and personal behavior, specifically addressing use of alcohol, other drugs, and hazing. The *Code* includes a provision for Amnesty/Responsible Action. Student Advocacy & Accountability (SAA) administers the Code through responding to referrals, initiating the accountability process, and reaching a resolution of alcohol and other drug related *Code* violations. The *Code* has jurisdiction over conduct that occurs on the LSUS campus, at LSUS sponsored activities, and/or when the student is representing LSUS. The *Code* has jurisdiction over individual students as well as registered student organizations. When addressing registered student organizations, the Director of Student Activities works closely with Student Advocacy

& Accountability to resolve issues of misconduct involving student organizations and individual members. When the violation is also a criminal offence, Student Advocacy & Accountability works with University police to coordinate the investigation and University charge. Appropriate to the situation, Student Advocacy & Accountability prescribes established outcomes to address violations and works to ensure consistency in the application of sanctions. A review of the accountability cases from the past two years shows a wide range of AOD violations. The scope of the cases ranged from one time drug/alcohol infraction to group of students (and non-students) involved in drug distribution on campus. Sanctioning appears consistent over time and with the severity of the offense.

Guidelines for General Fraternities and Sororities

In addition to community standards as set forth in the University [Code of Student Conduct](#), recognized Greek organizations are subject to The University Relationship and Guidelines for General Fraternities and Sororities (Appendix 6). These Guidelines provide information to the fraternities and sororities regarding University policies, but also the procedures, regulations and state and local laws affecting fraternities and sororities. It clearly prohibits use of illegal substances and provides additional guidelines for alcohol consumption at certain types of events, especially concerning minors and impaired individuals. The Student Involvement & Greek Life Coordinator, who oversees Greek Life at LSUS, monitors the guidelines and makes referrals to Student Advocacy & Accountability for investigation and adjudication.

Athletic Drug & Alcohol Policy

The Athletic Policy (Appendix 7), regulated by the Athletic Director, outlines behavioral expectations, educational opportunities, and consequences for infractions of policies related to alcohol and other drugs. The intent of these guidelines is to prevent use and abuse of prohibited substances by

student-athletes through education, testing, and professional guidance. The Athletic Director or his/her designee may temporarily suspend or qualify participation of any student-athlete reasonably suspected of being in violation of this AOD policy or the LSU Shreveport [*Code of Student Conduct*](#). Upon finding a student-athlete in violation of this policy or the *Code of Student Conduct*, the Athletic Director may terminate, suspend or disqualify participation. The full text of the policy is in the appendix.

Pilot Pointe Apartments Drug & Alcohol Statement

Pilots Pointe Apartments (PPA) upholds community standards (Appendix 8) consistent with the AOD policies at LSUS. These standards, upheld by the housing staff, prohibit alcohol use by minors, alcohol in public spaces, and use or possession of illegal drugs or drug paraphernalia. The standards also address behavioral expectations of individuals (of age) choosing to drink. All community members are encouraged to report potential infractions to PPA management or the Resident Assistant on call. When the infraction is also a potential criminal violation or violation of the [*Code of Student Conduct*](#), PPA will coordinate with University Police and/or Student Advocacy & Accountability.

Interventions & Outcome Data

Over the past two years, various offices across campus have provided a number of programs and interventions to address alcohol and drug use by our students. Offices and descriptions of interventions are provided below.

Athletic Department

The Athletic Department conducts annual training for athletes. During this meeting, the policy is reviewed and general information on substance use/abuse is provided. All athletes received the training. The department conducted trainings during team meetings on the following dates:

Student-Athlete Substance Abuse Trainings	
2018	2019
M/W Soccer – 8/20/18	M/W Soccer – 8/1/19
M/W Basketball/W Tennis/M/W – 8/20/18	Baseball – 8/20/19
Baseball – 8/20/18	M/W Basketball/W Tennis/M/W – 8/23/19

In addition, policy requires student –athletes to be randomly screened during the active season. For the current biennial review period, 20 student-athletes were screened for drug use. All screenings returned negative.

Counseling Services

The University provides an opportunity for students to self-assess their substance use and information on resources to address problematic use. Screenings for Mental Health, Inc. provides brief online screenings for a variety of issues, including alcohol and substance use. These screenings are

promoted in weekly emails to all students. The screenings are anonymous and provide immediate results to the students. The results for the AUDIT, a nationally normed assessment of alcohol use, and ASSIST, a nationally normed assessment of substance abuse, classify students’ overall responses as either not consistent with abuse/dependence, consistent with abuse/dependence, or highly consistent with use/abuse. When students receive their results, they are also provided campus and off-campus resources to intervene. According to Counseling Services annual reports, less than 10% of students seeking counseling request assistance with alcohol or other drugs. The results of the AUDIT and ASSIST screenings for the biennial review period are listed in the table below.

Screenings for Mental Health, Inc.				
	2018-19	Classification	2019-20	Classification
AUDIT	31 screenings	58% consistent 16% dependent or abusive	6 screenings	100% consistent
ASSIST	8 screenings	75% consistent 25% highly consistent	3 screenings	100% consistent

Dean of Students

The Dean of Students Office coordinates several alcohol and drug related campus initiatives. For example, the office administers the CORE Survey. The 2019 Executive Summary is published on the [Drug and Alcohol Abuse Prevention](#) webpage. It is administered to all undergraduate students every two years. It was last administered in 2019 and preparations are being made for a spring 2021 administration. According to the CORE Survey (2019), almost 60% of undergraduate students report being aware of campus alcohol and drug policies; however, only about a quarter of undergraduate students reported awareness of our AOD prevention programming. This lack of awareness combined with the troubling increase in use without motivation for change is an indication that more work is needed in this area.

[Campus Well](#), an e-magazine devoted to health and wellness information is sent to all enrolled students (students can opt out). Over the reporting period, there were approximately 3,270 unique visitors to the site, with over 80% indicating they would apply something learned to their everyday life. While the e-magazine covers a variety of health and wellness topics, over the review period, articles related to alcohol and other drugs included:

- “What does an Opioid overdose look like? Learn the signs and where you can get help.”
- “Can CBD really do all that it claims? Here’s what the research says.”
- “What is alcohol myopia? And what does it mean for sexual consent?”
- Do you really know what’s in your e-cigarette?”

Student Advocacy & Accountability

Student Advocacy & Accountability coordinates the My Student Body Essentials course. Students participate in the course for a wide range of purposes, with a requirement as an incoming, first-year student driving the majority of student participation (approximately 90% for both years). Other reasons for completing the course included requirements of a course in which they were enrolled, desire to learn more about college AOD use, and to increase awareness of their own use. Student Advocacy & Accountability also utilizes My Student Body for sanctioning in response to AOD violations of the [Code of Student Conduct](#). Approximately 3% of participants were required to take the course as a sanction. The University began using My Student Body in 2017 and the table below shows selected results from the Course Essentials for 2017 as well as the period covered by this review.

MY STUDENT BODY ESSENTIALS COURSE						
	2017		2018		2019	
Unique students completing the course	286		252		268	
Percentage passing the course	90.94%		90.87		88.43	
Type of drinkers	Low risk: 42%	High risk: 8%	Low risk: 33%	High risk: 3%	Low risk: 40%	High risk: 10%

My Student Body also provides a pre- and post- measure on three different sections: alcohol, drug, and sexual violence which reveals some information on student learning outcomes. Several observations are important to note regarding LSUS student responses. On average, student scores improved on all measures. Additionally, students showed more realistic beliefs and attitudes about general AOD use by other students at follow up. However, an alarming observation is the percentage of students who fell within a high risk category for drinking but also reported a lack of motivation for change. While the number of students in the high risk category is relative small, a large majority of these students (71.4% in 2018 and 100% in 2019) did not show readiness to change their behavior.

Student Advocacy & Accountability also coordinates presentations related to alcohol and other drugs during New Student Orientation. While the initial purpose of these presentations was to provide information on Title IX, there was a recognition of the need to provide some information on the influence of alcohol and other drugs in sexual misconduct. The information is presented as peer to peer theatrical skits and is designed to encourage wise choices and bystander intervention. Approximately 615 students attended the presentations over the current reporting period.

Review of 2018-2020 Goals & Objectives

As a result of the 2016—2018 Biennial Review, the Task Force observed several areas needing improvement. These broad recommendations and specific objectives are delineated in the table below.

AOD Goals and Objectives (2018-2020)		
Increase information provided to campus community	Investigate the feasibility of implementing a social media/social norms campaign	Not met
	Increase promotion of screening tools to campus	Not met
	Expand web information	Met
Increase opportunities for campus community to make concerns known/assess individuals	Institute routine screening for all new clients for substance abuse/dependence as part of Counseling Services intake	Not met
	Include AOD concern as option for “Reason for Seeking counseling” on Counseling Services intake form	Met
Increase engagement with the community	Investigate hosting AA/NA meetings on campus	Not met
	Engage local experts in training opportunities with students	Not met

SWOT/C Analysis and Recommendations for the next Biennium

The AOD Task Force reviewed the current data and recommendations from the previous Biennial Report to evaluate strengths, weaknesses, opportunities, and threats in terms of campus efforts to address substance use/abuse and related behaviors.

Strengths

Several strengths were evident in the current review of campus AOD and related initiatives. One of the primary accomplishments was in response to a recommendation from the previous biennial review; that is, the update to the campus-wide alcohol policies. Previously, two separate policies provided guidance to the campus. With this revision, one comprehensive policy addresses alcohol use, distribution, and sales on campus. It applies to faculty, staff, students, and visitors. The revision provides consistency across events and populations. The campus-wide tobacco free policy also was revised and now includes prevention information and updated definitions which align with current practices. In response to an observation from the previous biennial review, LSUS now has adopted a hazing policy which explicitly prohibits hazing and included information on the AOD webpage which addresses its relationship to alcohol use. Additionally, this review revealed programming and interventions from various campus departments as well as collaborations across campus departments. This campus-wide collaboration is seen as a strength to our efforts. For example, Student Advocacy & Accountability and Enrollment Management collaborate during New Student Orientation. Counseling Services collaborates with Residence Life staff and Athletics staff during training.

This review further revealed several strengths regarding student perceptions, learning. The CORE Survey showed that a significant portion of our students are aware of our AOD policies. It is assumed our policy notifications and information promotion is effective. Furthermore, a review of the Campus Well analytics indicated that a significant portion of students who access the e-magazine not only learn from the resource, but also apply it to their lives. AOD as a reason for seeking counseling on the Counseling Services intake form was suggested in the previous biennial review and allowed the campus increased insight into the impact of student use on their mental health and academic progress. Interestingly, few students report seeking counseling for this reason, despite its reported prevalence in the CORE Survey.

This may result from a gap revealed by the CORE Survey in that students being aware of our policies but not being aware of our programming or prevention initiatives. That is, students may not be aware that the service is available on campus. This observation is also consistent with other CORE data which indicates students are not motivated for change. These discrepancies are worthy of intervention in future initiatives. To that end, the Dean of Students office hired a graduate assistant from the Masters in Public Health department. The additional personnel will be instrumental in designing social media campaigns to increase awareness and hopefully increase motivation for change.

Weaknesses

The review also revealed shortcomings in our campus response to AOD. Few of the recommendations from the previous biennial review were met. Rather than a lack of interest or awareness, this primary weakness is seen as related to a lack of human resources. While we have put into place several collaborative efforts, there is no dedicated personnel nor resources to address campus-wide initiatives. Therefore, the on-going efforts have been limited and inconsistent. This weakness is most notable in our communication to the campus community and engagement with the community at large. For example, notice to employees occurred on one occasion rather than at the beginning of each semester. Notice is provided to new employees during orientation. While we were able to increase messaging to students via weekly emails from Student Development staff, we have not engaged with the larger community nor developed social media campaigns as recommended in the previous review, despite hiring a GA for this purpose. In addition to having limited personnel to provide direction in this area, our efforts were hampered by the Covid pandemic. For some of this review period, the Dean of Students office and the GA were consumed with the campus Covid response.

Opportunities

The current biennial review prompted consideration of several opportunities to improve our efforts in addressing AOD initiatives on campus. Mentioned above, the Dean of Students office has hired a graduate assistant. This additional personnel presents an opportunity not only to increase outreach to the campus community, but also to engage in collaboration with an academic department with expertise in public health initiatives. Secondly, it appears that Campus Well is underutilized for the purpose of AOD prevention. The review showed that students use and learn from the information presented. We can use this resource as a mechanism to get additional information to students via the customization capabilities of the platform. Another campus resource, AOD screenings, presents another opportunity. The current platform, Screenings for Mental Health, Inc. is being discontinued. However, it is being replaced with Therapy Assistance Online, a more robust platform. This shift creates significant opportunities. Certainly, it creates continued opportunities for self-assessment, but it also creates a direct connection to additional interventions (counseling, relaxation training, for example) and acknowledges the interconnection between substance use and other life stressors. Furthermore, the modules available in Therapy Assistance Online can be utilized by other offices on campus for either classroom presentations or course assignments. A final opportunity brought to light by this review is a new Louisiana Board of Regents policy requiring promotion of awareness/prevention initiatives directed to opioid abuse. While this additional mandated programming will present a challenge given our limited human and financial resources, it is an opportunity to provide valuable inform to students and the graduate assistant can engage the campus community to increase awareness and motivation for change.

Threats

Finally, the current biennial review revealed several threats to our ability to effectively provide AOD initiatives to the campus community. As stated above, our limited human and other resources restrict our ability to effectively meet requirements while also attending to other parts of our mission. Additionally, one of our primary tools for engaging incoming students (My Student Body) is no longer being incorporated into the First Year Seminar class, as it has in previous years. As this has been the most significant point of entry for students, it will be incumbent upon us to discover other ways to introduce students to this platform. Lastly, our Louisiana Board of Regents has implemented new requirements for campuses to address opioid prevention. As mentioned above, this new requirement is an excellent opportunity; however, it also presents a threat in that additional mandates with limited resources will be challenging. Finally, the review also brought to light a threat from the student perspective. CORE Survey trend data show increasing substance use by students, but also that students lack the motivation for change. This discrepancy highlights the complex nature of substance abuse prevention work and underscores the need for a coordinated campus commitment.

Recommendations for next biennium

Broad recommendations to focus of the next biennium fall into three categories:

- Increase engagement with the campus community
- Increases means for the campus community to make concerns known, assess needs, and access services
- Increase engagement with the larger community

Goals and objectives for the next Biennium

- Increase engagement with the campus community
 - Conduct at least one social media campaign each semester
 - Relocate AOD trainings to dedicated Moodle page
 - Collaborate with AVP for DICE on campus programming targeting underserved populations
 - Increase engagement of AOD Task Force to coordinate campus communications
- Increase means for the campus community to make concerns known, assess needs, and access services
 - Implement resource for student self-assessment and intervention
 - Implement BOR opioid prevention policy
- Increase engagement with the larger community
 - Investigate campus NA/AA meetings
 - Invite local experts to campus for presentation or podcast

Conclusion

The 2018-2020 Biennial Review assessed the current status of LSUS Alcohol and Other Drug (AOD) initiatives as well as recommendations from the preceding biennial reporting period. Within the current reporting period, a number of accomplishments were noted, such as the achievement of the Louisiana Department of Health WellSpot designation and comprehensive reviews of campus-wide policies related to alcohol and tobacco use. Additionally, the campus began strategic planning for the implementation of our Louisiana Board of Regents requirements regarding opioid prevention. However, areas of improvement were also noted. For instance, the role of the AOD Task Force could be enhanced to improve campus messaging and data tracking. Increased Task Force engagement would provide greater visibility and continuity of messaging to the campus community. Furthermore, one of our primary tools for engaging incoming students (My Student body) is no longer being incorporated into the First Year Seminar class and it will be imperative find other avenues to engage students with this platform. Finally, assessment data reveal positive trends in student reports of AOD usage. According to the CORE Survey (2019), LSUS students' annual prevalence rates regarding alcohol use remain lower than the national average and lower than reported in 2015. Unfortunately, the CORE Survey also revealed that LSUS

students have shown increases in prevalence rates over the same time period in use of both marijuana and other illegal substances. Of specific note, students report over a 9% increase in current marijuana use between 2017 and 2019. Again, although these rates show increased use, these scores are lower than the national average. Moving forward, the goals and objectives for the next biennium will continue to emphasize meaningful engagement with both the campus community and community at large. These efforts will require increased activity of the AOD Task Force, raising awareness of AOD messaging, and connecting students to available assessments and resources.

Appendices

Appendix 1: "Notice to All Students"

Atkins, Paula

From: LSUS Notice to All Students
Sent: Wednesday, January 29, 2020 4:20 PM
To: Dean of Students
Subject: Thriving at LSUS! (Annual Notification)



Dear Pilots:

We believe in you and want you to **THRIVE** at LSUS! To that end, we promote a positive learning environment that enhances your overall well-being. We encourage you to actively seek out experiences and resources so that you can develop the skills necessary to reach your personal and educational goals. We also ask for your support in building a healthy campus community and offer these resources to inform you of your rights and responsibilities.

Academic Integrity & the Accountability Process

Accessing Services for Students with Disabilities

Drugs and Alcohol Abuse Prevention (Annual Notification)

Hazing

Safety & Security

Staying Well

Student Consumer Information

Student Support Services

Title IX and Filing a Title IX Complaint

Tobacco-Free Campus Policy (3.27.00)

You are encouraged to read through these resources and keep them available. If you have questions, please let us know. We look forward to getting to know you!

Appendix 2: DFSCA Notification (full text)



In accordance with the Drug Free Schools and Campuses Act passed by Congress, LSUS is required to provide enrolled students, faculty and staff with various pieces of information regarding the unlawful use of drugs or alcohol on University property. The following information describes legal sanctions, health risks, available assistance and treatment avenues, as well as University-imposed disciplinary standards.

INTRODUCTION

- 1. Standards of Conduct for Students and Employees**
- 2. Possible Legal Sanctions and Penalties**
- 3. Statements of Health Risks Associated with Alcohol and Drug Abuse**
- 4. Available Alcohol and Drug Treatments and Programs for Students and Employees**
- 5. Disciplinary Sanctions for Violations of the Standards of Conduct for Students and Employees**

Dear LSUS Students, Staff, and Faculty,

In accordance with the Drug-Free Schools and Communities Act and the Education Department General Administration Regulations (EDGAR Part 86 – Drug and Alcohol Abuse Prevention), LSUS is required to distribute the following information to students and employees on an annual basis:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees;
- A description of the applicable legal sanctions under federal, state, or local law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A list of drug and alcohol programs (counseling, treatment, rehabilitation, and re-entry) that are available to employees and students; and
- A clear statement of the disciplinary sanctions students and employees may face for violations of standards of conduct relating to drugs and alcohol.

This information is set forth below.

1. Standards of Conduct for Students and Employees

LSUS is committed to maintaining a campus free of illegal drug use and alcohol abuse. The abuse of alcohol and other drugs by students and employees can result in serious damage to both their physical and mental health, as well as endanger the safety of others. Therefore, LSUS prohibits the unauthorized manufacture, sale, possession, use or distribution of illicit drugs and alcohol on campus or as part of University-sponsored activities. In addition, the University expects its citizens to comply with University policies and with applicable city, state, and federal laws.

Under certain conditions, as identified in [University Policy 3.32.00](#), the University provides for a means of distribution and consumption of alcoholic beverages to members of the LSUS community and authorized guests at approved events.

In accordance with Act 211 and La R.S. 40:133.263, LSUS adopted a Tobacco Free Campus Policy ([P.S. 3.27.00](#)). For the health and comfort of students and faculty, LSUS promotes a tobacco-free environment. The policy prohibits the use of all tobacco products on campus, including e-cigarettes and vaporizers. This policy applies to faculty, staff, and students.

The University refers employees who violate these policies to the appropriate dean, director, or department head. Students and student organizations are referred to the Director for Student Advocacy and Accountability. The University president and his designees are the ultimate authority responsible for enforcing these policies; however, all employees and students are responsible for adhering to these policies.

The following specific policies apply to students and employees.

Students: Students should be aware that LSUS prohibits the unauthorized manufacture, sale, possession, use, or distribution of illicit drugs and alcohol on campus. Information is provided every semester to all students via a “Notice to All Students” email. This information is also linked to the [Dean of Students webpage](#) and from the [Student Handbook](#).

Violation of this policy is grounds for disciplinary action up to and including permanent dismissal from the University. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment. Local ordinances also provide similar penalties for drug and alcohol-related offenses. The University is bound to take all appropriate actions against violators, including referral for legal prosecution and/or requiring a student to participate satisfactorily in an approved drug/alcohol abuse assistance or rehabilitation program. Students should be aware that penalties for violating Louisiana law concerning controlled substances include fines of \$5,000 to \$15,000 and imprisonment at hard labor for up to 30 years.

Employees: The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989 generally prohibit the unlawful manufacture, distribution, sale, possession or use of controlled substances in the workplace. The [University's Policy 6.02.00](#) prohibits University employees from reporting for work or performing work for Louisiana State University in Shreveport with the presence in their bodies of illegal drugs and/or alcohol above the prohibited concentration level. Additionally, LSUS prohibits the illegal use, possession, dispensation, distribution, manufacture, or sale of controlled substances, designer (synthetic) drugs, and illegal drugs at the work site and while on official state business, on duty or on call for duty.

To assure maintenance of a drug-free workforce, it shall be the policy of LSU Shreveport to implement a program of drug testing, in accordance with Executive Order No. KBB 05-08, R.S. 49:1001, et seq., and all other applicable federal and state laws. To review the policy in full, [Policy 6.02.00](#)

2. Possible Legal Sanctions and Penalties

Federal Penalties and Sanctions

The *Controlled Substances Act* (1970; Title 21, Chapter 13, SubChapter 1, Part B and D) places all substances regulated under federal law into one of five schedules based on the substance's medical use, potential for abuse, and safety or dependence liability. For detailed federal trafficking penalties for illicit drugs, please refer to Chart 1.

Title 21, United States Code, Section 844(a) provides for federal penalties and sanctions for illegal possession of a controlled substance:

- Sentencing provisions:
 - 1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.
 - After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both
 - After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.
 - Special sentencing provision for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:
 - 1st conviction and the amount of crack possessed exceeds 5 grams
 - 2nd crack conviction and the amount of crack possessed exceeds 3 grams
 - 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram
- Forfeitures
 - Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1-year imprisonment. (See special sentencing provisions re: crack). Title 21 United States Code, Sections 853(a)(2) and 881(a)(7)
 - Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance. Title 21, United States Code, Section 881(a)(4)
- Civil Fines: Civil fine of up to \$10,000 (pending adoption of final regulations). Title 21, United States Code, Section 844(a)

- Denial of Federal Benefits: Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses. Title 21, United States Code, Section 853(a)
- Miscellaneous: Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies. Title 21, United States Code, Section 862. *Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.*

Drug and alcohol regulations are contained in several Louisiana state statutes.

State Revised Statute 14:91.5 prohibits the purchase of alcoholic beverages by anyone under 21 years of age. Persons between 18 and 21 years of age may possess and consume alcohol in private residences and at private events that are not open to the public. Violators receive fines between \$100 and \$500 and/or sentence between 30 days to 6 months in jail.

State Revised Statute 40:961 to 40:971 establishes penalties for the distribution and consumption of illicit drugs. Penalties range from a minimum of 6 months in jail and a \$500 fine to a maximum of life imprisonment.

Public Law 101-226 (Drug-Free Schools and Communities Act Amendments of 1989) provides for a loss of Federal financial aid to higher education institutions that fail to comply with the guidelines published therein.

The Drug-Free Workplace Act of 1988 prohibits all employees (faculty and staff) from the unlawful manufacture, distribution, sale, possession, or use of any controlled substance in the workplace. Any employee convicted of a criminal drug statute violation occurring in the workplace must report the conviction to the University. A convicted employee faces potential termination for not reporting the violation or failing to follow through with professional assistance to remediate the problem.

The following is a summary of Louisiana alcohol laws:

- It is unlawful for any person under 21 to present any form of fake identification, such as a fraudulent driver's license or one that is not their own, for the purpose of purchasing alcoholic beverages or attempting to enter a bar or restaurant. Punishable by fines up to \$200, community service up to 30 hours, and 90 days driver's license suspension (La R.S. Title 14, Section 333).
- It is unlawful to falsify a driver's license or other identification document in order to obtain or attempt to obtain any alcoholic beverages, or to permit someone else to use one's driver's license or other identification document to obtain or attempt to obtain any alcoholic beverages. (R.S. Code 14:333)
- It is unlawful for any person under 21 to purchase or publicly possess any alcoholic beverages. Public possession means possession of any alcoholic beverage on any "street or highway or in any public place or any place open to the public, including a club which is de facto open to the public." (R.S. Code 14:39:12)
- It is unlawful for persons under 21 to purchase or have public possession of any alcoholic beverage. Punishable by \$100 fine and/or 6 month imprisonment and driver's license suspension for up to 180 days (La R.S. Title 14, Section 93.12)
- It is unlawful for any person not a spouse, parent, or legal guardian to purchase alcohol for persons under 21. Punishable by a \$500 fine and/or 30 day imprisonment (La R.S. Title 14, Section 93.13).
- It shall be unlawful for the operator of a motor vehicle, or the passenger in or on a motor vehicle, to possess an open alcoholic beverage container. Punishable by the loss of driver's license, and fines up to \$100 (La R. S. Title 32, Section 300).

- Underage driving under the influence is operating a vehicle while intoxicated is the operating of any motor vehicle, aircraft, watercraft, vessel, or other means of conveyance when the operator is under 21 and the operator's BAC is 0.02% or more. First conviction, punishable by fine of \$100-\$250, and participation in a court-approved substance abuse and driver improvement program (La R.S. Title 14, Section 98.1).
- Operating a vehicle while intoxicated is operating any motor vehicle or other means of conveyance when the operator's Blood Alcohol Content is 0.08% or more. First offense is punishable by a fine of \$300-\$1,000, and 10 day- 6-month imprisonment (exceptions are in place). If the offender has a blood alcohol concentration of 0.20 % or more, the violation is punishable with fines of \$750-\$1,000 without benefit of parole, probation, or suspension of sentence, and suspension of driver's license for 2 years. The offender may apply for a restricted license, but must install an ignition interlock device, which shall remain during the first year of the suspended license. It is also considered operating a vehicle while intoxicated when any of the following are present in the operator's system:
 - any controlled, dangerous substance listed in Schedule I, II, III, IV, or V as set forth in R.S. 40:964 is present in the operator's system,
 - a combination of alcohol and one or more drugs (which are not controlled dangerous substances and which are legally obtainable with or without a prescription) are present,
 - one or more drugs which are not controlled, dangerous substances and which are legally obtainable with or without a prescription.

The following is a summary of Louisiana drug laws:

- The possession of GHB or ecstasy/MDMA is punishable by up to 10 years imprisonment and fine up to \$5,000 for possession and between 5-30 years imprisonment (at least five without parole) and up to \$50,000 fine for the manufacture or distribution of GHB or ecstasy/MDMA (La R.S. Title 14, Section 966).
- First offense possession of marijuana or synthetic marijuana is punishable by up to six-month imprisonment and fine up to \$500. Second offense is punishable by imprisonment up to five years and fine up to \$2,000. The manufacture or distribution of marijuana or synthetic marijuana is punishable by imprisonment for between 5-30 years and fine up to \$50,000 (La R.S. Title 40, Section 966).
- The possession of heroin is punishable by imprisonment between for 4-10 years without parole and a fine up to \$5,000. The manufacture or distribution of heroin is punishable by between 5-50 years imprisonment (five without parole) and a fine up to \$50,000 (La R.S. Title 40, Section 966).
- The possession of prescription stimulants (Ritalin, Adderall, etc.) for nonmedical use is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of prescription painkillers (Codeine, Hydrocodone, Oxycodone, etc.) for nonmedical use is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of less than 28 grams of cocaine is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of prescription anti-anxiety medications (Xanax, Valium, etc.) for nonmedical use is punishable by imprisonment up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 969).

3. Statements of Health Risks Associated with Alcohol and Drug Abuse

Alcohol: Alcohol is a central nervous system depressant that alters a variety of activities in the brain. Abuse of this substance slows reactions, depresses the respiratory system, causes unconsciousness, and can result in death. Long-term dangers include irreversible damage to body tissue (brain, liver, pancreas, and kidneys), memory problems, and nutritional deficiencies. For pregnant women, alcohol consumption poses significant risks of fetal damage.

Tobacco: Tobacco is linked with more serious health problems than nearly all other psychoactive drugs. The Surgeon General has confirmed that tobacco use is the number one cause of preventable death. Chronic smoking is causally linked to cancer (of the lungs, larynx, and mouth), heart disease, and respiratory problems, including bronchitis and pulmonary emphysema. Users of smokeless tobacco face a four times greater risk of cancers of the throat and mouth than non-users, particularly with long-term use. Nicotine is both psychologically and physically addictive. It produces constriction of blood vessels, loss of appetite, and a sharp rise in blood pressure and heart rate. Fetal and infant deaths are more likely to occur when the pregnant woman is a smoker.

For details on health risks of other drugs, please see Chart 2.

4. Available Alcohol and Drug Treatments and Programs for Students and Employees

While the University will hold students and employees accountable for violations of the alcohol and other drug policies noted below, it is also committed to supporting any individual who makes the responsible decision to address his or her substance use. This support may include referrals to Counseling Services, educational programming, or intervention plans off campus to assist a student in meeting his or her goals.

- Counseling Services: Administration Building, Room 230, 318-797-5365

University support services and programs encourage students to adopt and maintain healthy lifestyles. Students who are concerned about their drug or alcohol choices and voluntarily seek assistance will receive support and/or referral services through its Counseling Services. Professional standards of confidentiality will be maintained. Services include individual counseling, support groups (as defined below), and assessment (AUDIT).

Smart Recovery is a program designed to assist students in building and maintaining motivation, coping with urges, managing thoughts, feelings, and behaviors, and living a balanced life. During the program, students learn self-empowering techniques through mutual-support environment to assist improvement and recovery from unhealthy coping behaviors, such as substance abuse, influenced by negative self-talk and lack of self-control.

For faculty and staff, referrals to appropriate community agencies is available through the Student Development and Counseling Center.

Community Resources for Students, Faculty, and Staff:

- Al-Anon General Information 318-344-0212 (for family/friends of those with addiction)
- Alcoholics Anonymous 318-865-2171
- Council on Alcoholism & Drug Abuse 318-222-8511 (Information and treatment for adults and children)
- NW Regional Center for Addictive Disorders 318-632-2040 (Information and treatment for adults and children)
- North Louisiana Area Narcotics Anonymous 800-339-3723 (24 hour helpline)

5. Disciplinary Sanctions for Violations of the Standards of Conduct for Students and Employees

The University will impose sanctions for violations of local, state, and federal laws, as well as for violations of regulations contained in student and employee codes and handbooks. Violators may be punished by expulsion, termination of employment, and referral for prosecution. University sanctions will depend upon the past record of the violator and the severity of the violation. Failure to complete a designated rehabilitation program may be cause to terminate an employee or exclude a student from the University.

In addition, for students, mandatory sanctions may include parental notification.

Chart 1: Federal Trafficking Penalties

DRUG	SCHEDULE	QUANTITY	PENALTIES	
			First Offense	Second Offense
Cocaine	II	500 – 499 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		5 kg. or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
Cocaine Base	II	5 – 49 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		50 gm. or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
Fentanyl	II	40-399 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		40 gm. or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
Fentanyl Analogue	II	10 – 99 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		100 gm. or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
Heroin	II	100 - 999 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment

DRUG	SCHEDULE	QUANTITY	PENALTIES	
			First Offense	Second Offense
		1 kg or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
LSD	II	1-9 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		10 gm. or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
Methamphetamine	II	5 - 49 gm. pure or 50 – 499 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		50 gm. or more pure or 500 gm. or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
PCP	II	10 - 99 gm. pure or 100 - 999 gm. mixture	No less than 5 yrs. and no more than 40 yrs. If death or serious injury, no less than 20 or more than life. Fine of no more than \$2 million if an individual, \$5 million if not an individual	No less than 10 yrs. and no more than life. If death or serious injury, life imprisonment
		100 gm or more pure or 1 kg or more mixture	No less than 10 yrs. and no more than life. If death or serious injury, no less than 20 or more than life. Fine of no more than \$4 million if an individual, \$10 million if not an individual	No less than 20 yrs. and no more than life. If death or serious injury, life imprisonment. Fine of no more than \$8 million if an individual, \$20 million if not an individual
Other Schedule I & II drugs, and any drugs containing Gamma Hydroxybutyric Acid	I & II	Any amount of Gamma Hydroxybutyric Acid	No more than 20 yrs. If death or serious injury, no less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if not an individual	No more than 30 yrs. If death or serious injury, no less than life. Fine \$2 million if an individual, \$10 million if not an individual
Flunitrazepam	IV	1 gm or more	No more than 20 yrs. If death or serious injury, no less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if not an individual	No more than 30 yrs. If death or serious injury, no less than life. Fine \$2 million if an individual, \$10 million if not an individual
		30 to 999 mg	No more than 5 yrs. Fine no more than \$250,000 if an individual, \$1 million if not an individual	No more than 6 yrs. Fine no more than \$500,000 if not an individual
Other Schedule III Drugs	III	Any Amount	No more than 5 yrs. Fine no more than \$250,000 if an individual, \$1 million if not an individual	No more than 6 yrs. Fine no more than \$500,000 if not an individual
All other Schedule IV Drugs	IV	Any Amount	No More than 3 yrs. Fine no more than \$250,000 if an individual, \$1 million if not an individual	No more than 6 yrs. Fine no more than \$500,000 if not an individual
All Schedule V Drugs	V	Any amount	No more than 1 yr. Fine no more than \$100,000 if an individual, \$250,000 if not an individual	No more than 2 yrs. Fine no more than \$200,000 if an individual, \$500,000 if not an individual

DRUG	SCHEDULE	QUANTITY	PENALTIES	
			First Offense	Second Offense
Marijuana	-	1,000 kg or more mixture; or 1,000 more plants	No less than 10 years, no more than life. If death or serious injury, no less than 20 years, no more than life. Fine no more than \$4 million if an individual, \$10 million if other than an individual	No less than 20 years, no more than life. If death or serious injury, mandatory life. Fine no more than \$8 million if an individual, \$20 million if other than an individual
	-	100 kg or 999kg mixture; or 100 to 999 plants	No less than 5 years, no more than 40 years. If death or serious injury, no less than 20 years, no more than life. Fine no more than \$2 million if an individual, \$5 million if other than individual	No less than 10 years, no more than life. If death or serious injury, mandatory life. Fine no more than \$4 million if an individual, \$10 million if other than an individual
	-	1 to 49 plants; less than 50 kg mixture	No more than 5 years. Fine no more than \$250,000, \$1 million other than individual	No more than 10 years. Fine \$500,000 if an individual, \$2 million if other than individual.
Hashish	-	More than 10 kg; 50 to 99 kg mixture. More than 1 kg or oil; 50 to 99 plants	No more than 20 years. If death or serious injury, no less than 20 years, no more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	No more than 30 years. If death or serious injury, mandatory life. Fine \$2 million if an individual, \$10 million if other than individual.
Hashish Oil	-	10 kg or less	No more than 5 years. Fine no more than \$250,000, \$1 million other than individual	No more than 10 years. Fine \$500,000 if an individual, \$2 million if other than individual.
	-	1 kg or less		

Chart 2: Controlled Substances – Uses and Effects

Drugs CSA Schedules	Trade or Other Names	Medical Uses	Dependence		Tolerance	Duration (Hours)	Usual Methods of Administration	Possible Effects	Effects of Overdose	Withdrawal Syndrome	
			Physical	Psychological							
Narcotics											
Opium	II III V	Dover's Powder, Paragoric Parepectolin	Analgesic, antidiarrheal	High	High	Yes	3 to 6	Oral, smoked	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow and shallow breathing, clammy skin, convulsions, coma, possible death	Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating
Morphine	II III	Morphine, MS-Conlin, Roxanol, Roxanol-SR	Analgesic, antitussive	High	High	Yes	3 to 6	Oral, smoked, injected			
Codeine	II III V	Tylenol w/ Codeine, Emprin w/ Codeine, Robitussin A-C, Fiomal w/ Codeine	Analgesic, antitussive	Moderate	Moderate	Yes	3 to 6	Oral, injected			
Heroin	I	Diacetylmorphine, Horse, Smack	None	High	High	Yes	3 to 6	Injected, sniffed, smoked			
Hydromorphone	II	Dilaudid	Analgesic	High	High	Yes	3 to 6	Oral, injected			
Meperidine (Pethidine)	II	Demerol, Mepergan	Analgesic	High	High	Yes	3 to 6	Oral, injected			
Methadone	II	Dolophine, Methadone, Methadose	Analgesic	High	High-Low	Yes	12 to 24	Oral, injected			
Other Narcotics	I II III IV V	Numorphan, Percodan, Percocet, Tylox, Tussionex, Fentanyl, Darvon, Lohmohl, Talwinn***	Analgesic, antidiarrheal, antitussive	High-Low	High-Low	Yes	Variable	Oral, injected			
Depressants											
Gamma Hydroxybutyrate*	I	GHB, G, Liquid X, Liquid E, GBH,	None	Low	Low	Yes	2 to 4	Oral	Slurred speech, disorientation, drunken behavior without odor of alcohol	Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death	Anxiety, insomnia, tremors, delirium, convulsions, possible death
Ketamine Hydrochloride†*	NA	K, Kat, Ketamine, Special K, Vitamin K, Ketaset, Ketalar	Veterinary Anesthetic	Unknown	Unknown	Yes	2 to 4	Oral, injected, sniffed			
Chloral Hydrate	IV	Noctac	Hypnotic	Moderate	Moderate	Yes	5 to 8	Oral			

Barbituates	II III IV	Amytal, Butisol, Florinal, Lotusale, Nembutal, Seconal, Tuinal, Phenobarbital	Anesthetic, anticonvulsant, sedative	High-Mod	High-Mod	Yes	1 to 16	Oral			
Benzodiazepines	IV	Ativan, Dalmane, Diazepam, Librium, Xanax, Serax, Valium, Tranxene, Verstran, Verzed, Halcion, Paxipam, Restoril, Rohypnol*	Antianxiety, anticonvulsant, sedative, hypnotic	Low	Low	Yes	4 to 8	Oral			
Methaqualone	I	Quaalude	Sedative, hypnotic	High	High	Yes	4 to 8	Oral			
Glutethimide	III	Doriden	Sedative, hypnotic	High	Moderate	Yes	4 to 8	Oral			
Other Depressants	III IV	Equanil, Miltown, Neludar, Placidyl, Valmid	Antianxiety, sedative, hypnotic	Moderate	Moderate	Yes	4 to 8	Oral			
Stimulants											
Cocaine**	II	Coke, Flake, Snow, Crack	Local anesthetic	Possible	High	Yes	1 to 2	Injected, sniffed, smoked	Increased alertness, excitation, euphoria, increased pulse rate & blood pressure, insomnia, loss of appetite	Agitation, increase in body temperature, hallucinations, convulsions, possible death	Apathy, long periods of sleep, irritability, depression, disorientation
Amphetamines	II	Biphetamine, Delcobese, Dersoxyn, Dexadrine, Obetrol	Attention deficit disorders,	Possible	High	Yes	2 to 4	Oral, injected			
Phenmetrazine	II	Preludin	Weight control	Possible	High	Yes	2 to 4	Oral, injected			
Methylphenidate	II	Ritalin	Attention deficit disorders, narcolepsy	Possible	Moderate	Yes	2 to 4	Oral, injected			
Other Stimulants	III IV	Adipex, Cylert, Didrex, Ionamin, Merifiet,	Weight control	Possible	High	Yes	2 to 4	Oral, injected			
Hallucinogens											
LSD	I	Acid, Microcot	None	None	Unknown	Yes	8 to 12	Oral	Illusions and hallucinations, poor perception of time and distance	Longer, more intense "trip" episodes, psychosis, possible death	Withdrawal syndrome not reported
Mescaline & Peyote	I	Mexc, Bullora, Cactus	None	None	Unknown	Yes	8 to 12	Oral			
Amphetamine Variants	I	2.5-DMA, PMA, STR, MDA, MDMA, TMA,	None	Unknown	Unknown	Yes	Variable	Oral, injected			
Phencyclidine	II	PCP, Angel Dust, Hog	None	Unknown	High	Yes	Days	Oral, smoked, injected			
Phencyclidine Analogues	I	PCE, PCPy, TCP	None	Unknown	High	Yes	Days	Oral, smoked, injected			
Other Hallucinogens	I	Bufotenin, Ibogaine, DMT, DET, Psilocybin, Psylocyn	None	None	Unknown	Possible	Variable	Oral, smoked, injected			
Cannabis											
Marijuana	I	Pot, Acapulco Gold, Grass, Reefer,	None	Unknown	Moderate	Yes	2 to 4	Oral, smoked	Euphoria, relaxed inhibitions, increased appetite, disoriented behavior	Fatigue, paranoia, possible psychosis	Insomnia, hyperactivity, and decreased appetite occasionally reported
Tetrahydrocannabinol	I II	THC, Maninol	Cancer chemotherapy, antiemetic	Unknown	Moderate	Yes	2 to 4	Oral, smoked			
Hashish	I	Hash	None	Unknown	Moderate	Yes	2 to 4	Oral, smoked			
Hashish Oil	I	Hash Oil	None	Unknown	Moderate	Yes	2 to 4	Oral, smoked			
<p>*Designer Drugs **Designated a narcotic under the CSA ***Not designated a narcotic under the CSA Drug Enforcement Administration (DEA) Schedule I & II drugs: high potential for abuse: Schedule I drugs are for research only; no approved medical use. Schedule II drugs available only through prescription, NO refills & require a written order form. Schedule III & IV drugs available with prescription, may have 5 refills in 6 months, ordered orally. Most Schedule V drugs available over the counter.</p>											

Appendix 3: Policy Statement 3.32.00 Serving, Possessing, and Consuming of Alcoholic Beverages



POLICY STATEMENT

NO. 3.32.00

COORDINATED BY: Office of Business Affairs

EFFECTIVE: November 01, 1992

REVISED: July 01, 2014; November 05, 2020 (formerly 4.09.02 in the Office of Student Affairs)

PUBLISHED ONLINE AT:

<https://www.lsus.edu/offices-and-services/policies-and-manuals/policy-statements>

SUBJECT: SERVING, POSSESSING, AND CONSUMING OF ALCOHOLIC BEVERAGES

I. PURPOSE

This policy applies to the serving, possessing, and consuming of alcoholic beverages on University property and within University facilities. This Policy Statement outlines the policies and procedures explicitly applicable to the serving, possessing, and consuming of alcoholic beverages on University property and within University facilities by students, University personnel, and their guests.

II. DEFINITIONS

Alcohol: Beer, wine, or distilled spirits (liquor) as defined by state law.

Authorized Vendor/Server: A caterer in compliance with the University through the Office of Procurement to engage in the sale and service of alcoholic beverages on the LSU campus under applicable law and University policy. Any/All alcohol must be served by a third-party vendor.

An Authorized Vendor/Server must have:

1. All required governmental permits or licenses;
2. Completed Responsible Alcohol Service Training as required by state law;
3. Agreed in writing to adhere to University policies and regulations, city ordinances, and state laws;
4. Obtained LSUS required insurance; and

5. Must ensure that any Vendor/Server performing such services on the LSUS campus is at least 21 years old and not a member or affiliate of the host/sponsor organization/department.

Event: For this policy, an Event is an assembly of individuals on campus for a gathering where alcohol is involved.

Event Registration: The event host, whether on-campus department or external user, is responsible for submitting all required documentation/contracts. This documentation/contracts specify the conditions of alcohol service and certify that the host/sponsor understands and agrees to abide by University policies and applicable federal, state, and local laws governing such alcoholic beverage service. The Event Registration must be submitted by the host/sponsor to the University Center office at least **ten business days** prior to the event. The Event Registration must specify the campus location for the proposed activity, which is subject to approval.

Possession: Any situation in which an individual is or reasonably can be assumed to be holding, drinking, or transporting an alcoholic beverage. The totality of the circumstances, including alcoholic beverage containers and the number of people present under age 21, may indicate possession.

Responsible Parties: Those individuals and the entities they represent who sign the Event Registration.

III. PRINCIPLES

LSUS is committed to maintaining a safe, healthful environment that supports its educational mission. The abuse of alcoholic beverages by its students, University personnel, and their guests interferes with the accomplishment of this mission.

Because LSUS seeks to create a social environment that enhances learning, the following values concerning alcohol apply:

1. Although moderate and legal alcohol use may be permitted, the drinking of alcohol is never encouraged;
2. Abusive consumption of alcohol is always discouraged; and
3. Participation in illegal behaviors involving alcohol is not tolerated.

Accordingly, the possession, use, sale, or distribution of alcohol may be done only in accordance with the provisions of federal and state laws, local laws and ordinances, and University regulations, including this policy.

In appropriate behaviors and associated negative consequences of alcohol misuse will not be tolerated. All persons on campus, regardless of their status (e.g., students, personnel, and guests), must adhere to the alcohol policies herein. The enforcement of community standards is a shared responsibility among all community members.

IV. UNIVERSITY REGULATIONS

The serving, possession, and consumption of alcoholic beverages on or around the property owned, operated, or controlled by the University must be in accordance with all applicable laws and University regulations. The following University policies shall apply:


1. No alcoholic beverages of any kind may be possessed, distributed, served, or consumed on campus by persons under 21. The Responsible Parties are accountable for ensuring that no one under the age of 21 possesses, consumes, or is served alcohol at an Event.
2. Anyone under the age of 21 possessing/consuming alcohol, or anyone giving alcohol to an underage person, will be subject to arrest and referred to the Office of Student Advocacy and Accountability.
3. Alcohol is strictly prohibited at all registered student organization events.
4. Campus events open to the public and sponsored by Student Activities must have the Chancellor's written approval to serve alcohol.
5. In all other cases, persons age 21 or older may possess and consume alcohol on campus only when the following conditions are met:
 - a. When a University Authorized Vendor/Server serves the alcohol, and
 - b. When alcoholic beverages are served and consumed at a University Preapproved Site or an Event registered and approved by the University.
6. The following policies pertain to the sale, purchase, and cost of alcohol on campus:
 - a. Alcohol may be sold, purchased, or served only by an authorized third-party Vendor/Server.

- b. Alcohol may not be sold on campus by an alcohol wholesaler or distributor; unless permission is granted by the Vice Chancellor of Business Affairs, and all state and local regulations are followed.
 - c. Alcoholic beverages may not be furnished as an award or prize.
 - d. University funds may not be used to purchase alcoholic beverages.
7. The following regulations govern the serving of alcohol at Events regardless of the sponsoring organization:
- a. Alcohol may be sold, purchased, or served only by an authorized third-party Vendor/Server.
 - b. The Authorized Vendor/Server is responsible for assuring that no person under the age of 21 is served alcohol.
 - c. Alcoholic beverages are to be served as an adjunct to social events and may not be the primary focus of the event.
 - d. All alcohol will be stored and legally dispensed in a designated service area within the approved site. The supply of alcoholic beverages must not be accessible to anyone except the server.
8. The sponsoring organization is responsible for ensuring that members and guests display responsible behavior. To that end:
- a. It is prohibited to host an event where there is explicit or implicit pressure or an expectation for anyone to consume alcohol, or where there is no diversion from drinking alcohol, or where lewd, abusive, or sexually degrading behavior occurs in conjunction with alcohol consumption.
 - b. Any activity or event which encourages rapid drinking, drinking games, or drunkenness is prohibited.
 - c. Obviously intoxicated persons shall not be admitted or served alcohol at activities or social events.
 - d. Engaging in such high-risk activities or events may be considered aggravating circumstances if corrective measures are necessary.
9. Persons representing LSUS off-campus or who reasonably could be construed as doing so (e.g., at conferences, seminars, competitions, performers, other activities/events) must behave legally and responsibly regarding the use of alcohol, abiding by the laws and policies of the states and/or institutions where they are visiting. The University may take action against individuals who engage in off-campus consumption of alcohol when it violates LSUS policies, including the Student Code of Conduct and/or when it negatively

- impacts or threatens to negatively impact the University's mission, activities, or the health, safety, or welfare of the University community.
10. Only authorized guests will be admitted to events at which alcoholic beverages are served. The facility user is responsible for ensuring that this regulation is observed.
 11. Uniformed police officers must be on duty where alcoholic beverages are served. The need for officers will be determined by the Chief of University Police and/or the policies of contracted law enforcement officers. The facility user is responsible for paying all associated costs for all required uniformed police officers. Officers will report 30 minutes prior to the event and must remain 30 minutes after the event is ended or until attendees have left the facility in which the event was held and/or grounds and adjacent parking lots.
 12. The facility user must make available non-alcoholic beverages and food.
 13. Alcoholic beverages can be consumed only in the room or immediate area of service.
 14. Food service personnel, alcoholic beverage service providers, or any other official(s) designated by the University, shall refuse to serve alcoholic beverages to any person whose behavior appears to have been influenced by consumption of alcoholic beverages.
 15. The University reserves the right to require the cessation of alcohol services before the event's scheduled end.
 16. All local and state laws and ordinances regarding alcoholic beverages must be observed.
 17. Any violation of these regulations will result in action against the facility user and/or organization. Penalties may include, but are not limited to:
 - a. Dismissal/expulsion from the event,
 - b. Disciplinary probation and/or expulsion from the University (students),
 - c. Exclusion from all current and future University events,
 - d. Disciplinary probation for the organization and/or revoking of the organizational registration (students),
 - e. Refusal of future use of University facilities,
 - f. Immediate cancellation of current event, and
 - g. Fines and/or fees associated with violations of policies and/or payment of damages and expenses.

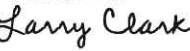
Revised November 05, 2020

AUTHORIZED BY:

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Barbie Cannon
Vice Chancellor for Business Affairs

11/08/2020
Date Signed

APPROVED BY:

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Lawrence Clark
Chancellor

11/08/2020
Date Signed

*Appendix 4: Policy Statement 6.06.02 Drug Free Workplace and Drug Testing Policy;
Drug Free Schools and Communities Act Compliance; Policy on Illegal Drug Use and
Alcohol Misuse*

POLICY STATEMENT**NO. 6.02.02**

Coordinated By: Office of the Chancellor

Effective: September 14, 1989

Revised: September 5, 2015

Subject: Drug Free Workplace and Drug Testing Policy, Drug-Free Schools and Communities Act, & Compliance Policy on Illegal Drug Use and Alcohol Misuse

I. PURPOSE

The employees of the state of Louisiana are among the state's most valuable resources, and the physical and mental well-being of these employees is necessary for them to properly carry out their responsibilities. Substance abuse causes serious adverse consequences to users impacting on their productivity, health and safety, dependents, and co-workers, as well as the general public.

The State of Louisiana and Louisiana State University in Shreveport have a long-standing commitment to working toward a drug-free workplace. In order to curb the use of illegal drugs or the misuse of alcohol by employees of the state of Louisiana, the Louisiana legislature enacted laws which provide for the creation and implementation of drug testing programs for state employees. Further, the Governor of the State of Louisiana issued Executive Order 05-08 providing for the promulgation by executive agencies of written policies mandating drug testing of employees, appointees, prospective employees and prospective appointees, pursuant to Louisiana Revised Statute 49:1001, et seq.

This policy is specifically directed at illegal actions involving alcohol and controlled drugs, pursuant to the provisions of the Federal Drug-Free Workplace Act of 1988 and to ensure compliance with the Drug-Free Schools and Campuses Regulations established by the U.S. Secretary of Education. Other University policies govern the legal use of alcoholic beverages in its facilities and on its premises.

II. DEFINITIONS

Drug-Free Workplace - a site for the performance of work done at which employees are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in accordance with the requirements of the Drug-Free Workplace Act of 1988.

Drug-Free Schools and Communities – LSUS has adopted and implemented a drug and alcohol prevention program as a condition of receiving financial assistance under any federal program.

Controlled Substance – a controlled substance in Schedules I through V of Section 202 of the Controlled Substances Act. Virtually every controlled substance from the most dangerous street drugs to prescription drugs are included in Section 202. Alcohol and tobacco products are not considered drugs within the meaning of “controlled substances”.

Conviction – a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal statutes.

Designer (Synthetic) Drugs – those chemical substances that made in clandestine laboratories where the molecular structure of both legal and illegal drugs is altered to create a drug that is not explicitly banned by federal law.

Employee – unclassified, classified, and student employees, student interns, and any other person having an employment relationship with the agency, regardless of the appointment type (e.g. full time, part time, temporary, etc.).

Illegal Drug – any drug which is not legally obtainable or which has not been legally obtained, to include prescribed drugs not legally obtained and prescribed drugs not being used for prescribed purposes or being used by one other than the person for whom prescribed.

Misuse of Alcohol – means any possession, consumption or other use of an alcoholic beverage in violation of this policy

Reasonable Suspicion – belief based upon reliable, objective and articulable facts derived from direct observation of specific physical, behavioral, odorous presence, or performance indicators and being of sufficient import and quantity to lead a prudent person to suspect that an employee is in violation of this policy.

Risk Management Officer – employee designated by the Chancellor to manage the campus risk management program; duties currently lie with Director of Human Resource Management.

Safety and security sensitive means positions for which there is a high likelihood of causing serious injury or harm to self, other employees, students, those served by the University, and the general public as well as those positions for which the consequences of failure to perform duties in a safe and proper manner are likely to result in serious injury or harm and those positions which involve the custody of data which are of such a nature that it affects or may affect the security of the position or department or unit to which the position is assigned

Under the Influence – for the purposes of this policy, alcohol, a drug, chemical substance, or the combination of a drug, chemical substance that affects an employee in any detectable manner. The symptoms or influence are not confined to that consistent with misbehavior, nor to obvious impairment of physical or mental ability, such as slurred speech or difficulty

in maintaining balance. A determination of influence can be established by a professional opinion or a scientifically valid test.

III. APPLICABILITY

This policy shall apply to all employees of LSU in Shreveport including appointees and all other persons having an employment relationship with this agency.

IV. POLICY

It shall be the policy of Louisiana State University in Shreveport to maintain a drug-free workplace and a workforce free of substance abuse. Employees are prohibited from reporting for work or performing work for Louisiana State University in Shreveport with the presence in their bodies of illegal drugs, alcohol above the prohibited concentration level, controlled substances, or designer (synthetic) drugs at or above the initial testing levels and confirmatory testing levels as established in the contract between the state of Louisiana and the official provider of drug testing services. Employees are further prohibited from the illegal use, possession, dispensation, distribution, manufacture, or sale of controlled substances, designer (synthetic) drugs, and illegal drugs at the work site and while on official state business, on duty or on call for duty.

A blood alcohol concentration level (or its equivalent with other testing methodology) of 0.04 or greater is considered to be above the prohibited alcohol concentration level.

To assure maintenance of a drug-free workforce, it shall be the policy of LSU in Shreveport to implement a program of drug testing, in accordance with Executive Order No. KBB 05-08, R.S. 49:1001, et seq., and all other applicable federal and state laws, as set forth below.

V. CONDITIONS REQUIRING DRUG AND/OR ALCOHOL TESTS

LSU in Shreveport may require drug and/or alcohol testing under the following conditions.

1. *Reasonable Suspicion/For Cause* Any individual may be tested who is suspected of being under the influence of alcohol and/or drugs where the suspicion is based on, but not limited to, any of the following:
 - a. Observable behavior or physical symptoms
 - b. A pattern of abnormal or erratic behavior
 - c. Arrest or conviction of a drug-related offense
 - d. Being identified as the subject of a criminal investigation regarding drugs
 - e. Reliable information from independent source
 - f. Evidence of drug tampering or misappropriation
 - g. Failing breathalyzer test administered by Campus Police

Reasonable suspicion that a substance abuse problem exists includes, but it not limited to:

- a. the appearance of impairment or intoxication on the job

- b. unusual or aberrant behavior
- c. the existence of collaborative documentation
- d. patterns of absenteeism or tardiness

LSU in Shreveport is will periodically train all supervisors of safety-sensitive or security-sensitive positions to recognize the conditions that would require reasonable suspicion/for cause drug testing.

2. *Post-accident.* Each employee involved in an accident that occurs during the course and scope of employment shall be required to submit to a drug and/or alcohol test. The campus Risk Management Officer is responsible for coordination of all post-accident testing. The RMO will periodically monitor the post-accident testing program and make improvements as needed.
3. *Rehabilitation Monitoring.* Any employee who is participating in a substance abuse after-treatment program or who has a rehabilitation agreement with the agency following an incident involving substance abuse shall be required to submit to random drug testing.
4. *Pre-employment.* Each prospective employee applying for positions which were designated on the attached list may be required to submit to drug screening at the time and place designated by the Risk Management Officer following a job offer contingent upon a negative drug-testing result. Pursuant to R.S. 49:1008, a prospective employee who tests positive for the presence of drugs in the initial screening shall be eliminated from consideration for employment.
5. *Safety-Sensitive and Security-Sensitive Positions – Appointments and Promotions.* Each employee who is offered a safety-sensitive or security-sensitive position (as defined in this policy) shall be required to pass a drug test before being placed in such position, whether through appointment or promotion.
6. *Safety-Sensitive and Security-Sensitive Position – Random Testing.* Every employee in a safety-sensitive or security-sensitive position shall be required to submit to drug testing as required by the Risk Management Officer, who shall periodically call for a sample of such employees, selected at random, and require them to report for testing. All such testing shall, if practicable, occur during the selected employee's work schedule.

VI. PROCEDURE

Drug testing pursuant to this policy shall be conducted for the presence of cannabinoids (marijuana metabolites), cocaine metabolites, opiate metabolites, phencyclidine, and amphetamines in accordance with the provisions of R.S. 49:1001, et seq. LSU in Shreveport reserves the right to test its employees for the presence of any other illegal drug or controlled substance when there is reasonable suspicion to do so. Alcohol testing may be administered by breathalyzer or similar methodology or by blood analysis.

The Human Resource Director shall be involved in any determination that one of the above-named conditions requiring drug testing exists. Upon such determination, the Risk Management Officer shall notify the supervisor of the employee to be tested, who shall immediately notify the employee where and when to report for the testing. The employee's department will be charged the cost of the testing.

Testing services shall be performed by a provider chosen by the Office of State Purchasing, Division of Administration, pursuant to applicable bid laws. At a minimum, the testing service shall assure the following:

- All specimen collections will be performed in accordance with applicable federal and state regulations and guidelines to ensure the integrity of the specimens and the privacy of the donors. The Risk Management Officer shall review and concur in advance with any decision by a collection site person to obtain a specimen under direct observation. All direct observation shall be conducted by a same gender collection site person.
- Chain of custody forms must be provided to ensure the integrity of each urine specimen by tracking its handling and storage from point of collection to final disposition.
- Testing shall be performed by a SAMSHA-certified laboratory.
- All positives reported by the laboratory must be confirmed by Gas Chromatography/Mass Spectrometry.

In certain situations the University is required to report the activities prohibited by this policy to appropriate law enforcement authorities. In all cases, the University may report activities prohibited by this policy to appropriate law enforcement authorities if it appears that the activity is a violation of law.

VII. REPORTING

Executive Order KBB 05-08 requires that each agency submit to the Office of the Governor, through the Commissioner of Administration, a report on its written policy and progress of its drug testing programs. This report shall be updated and submitted each year on November 1.

VIII. SEARCHES AND INSPECTIONS

In furtherance of this policy, employees are hereby notified that University offices and work sites are the property of the University and there is no expectation of privacy with regard to University offices and work sites. Under appropriate circumstances and in accordance with the law, the University, in conjunction with enforcement authorities, reserves the right to conduct unannounced searches and inspection of LSU facilities and properties, including vehicles.

IX. ENFORCEMENT

Violation of the policy by employees is grounds for disciplinary action up to and including termination of employment. The University is bound to take all appropriate actions against violators, including referral for legal prosecution. In some cases of first violation of the policy for unlawful use, an employee may be given, at the discretion of the University, the option to participate satisfactorily in an approved drug or alcohol abuse assistance or rehabilitation program in lieu of dismissal.

The University provides assistance to employees with drug-related problems through its Counseling Center. Those employees who voluntarily seek assistance from the Counseling Center are assured that professional standards of confidentiality will be maintained. Referral to appropriate community agencies is also available through the Counseling Center. Participation in such an assistance or rehabilitation program is at the expense of the employee. The option shall not be available for subsequent violations of the policy. University support services and programs are designed to encourage employees to adopt and maintain a healthy lifestyle.

All disciplinary measures against tenured employees/faculty members or against those employed for a specific term will be carried out in accordance with rules governing those situations. After a review of all data, including any defenses or additional test results produced by the employee, appropriate action will be taken, which may include the following:

- Refusal or failure to submit to a test - Termination.
- Submission of an adulterated or substitute sample in the testing process- Termination.
- Buying, selling, dispensing, distributing or possession of an illegal or controlled dangerous substance or unauthorized alcohol while on duty or on LSU premises - Termination.
- Unjustifiable possession of drug-related paraphernalia on duty or on LSU premises - Suspension and/or termination.
- Unjustifiable possession of an excess quantity of legal (prescription) drugs - Suspension and/or termination.
- Positive test result for illegal or controlled dangerous substance – Suspension and/or termination.
- Alcohol level at or above the prohibited concentration level - Suspension and/or termination.

X. DRUG AND ALCOHOL ARRESTS/CONVICTIONS

Any LSU in Shreveport employee convicted of a criminal drug or drug/alcohol related offense which occurs on or off duty must notify his/her immediate supervisor within the next work day or immediately upon the employee's return to the workplace. Upon final disposition of the criminal proceedings, LSU in Shreveport will review all evidence to determine whether disciplinary action, including termination, is warranted. In all cases involving an employee's arrest on a drug or drug-related offense which occurs on the job or on LSU in Shreveport premises, prompt investigation will be conducted and disciplinary action taken, if warranted.

The Federal Drug-Free Workplace Act of 1988 requires that each employee notify his/her supervisor within five (5) days of conviction of any criminal drug statutes when such offense occurred in the workplace, while on official business, during work hours, or when in on-call duty status. Federal law requires that LSU in Shreveport report within ten (10) days any such criminal drug statute conviction to each Federal Agency from which grants or contracts are received.

Employees whose jobs require driving are required to notify their immediate supervisor if their driving privileges are suspended or revoked. DUI convictions create a distinct problem in the workplace as a result of the driver's license forfeiture provisions of Louisiana R.S. 32:414 and Louisiana R.S. 32:661, et seq. Employees who operate department vehicles on a regular and recurring basis may be forced to utilize accrued annual or compensatory leave or be placed in leave without pay status during any period of suspension. Supervisors will attempt to accommodate those employees serving suspensions of reasonable duration, including temporary reassignment of duty and/or possible placement into another classification that does not require a valid driver's license, provided that such a bonafide vacancy exists. However, employees should realize the circumstances may justify termination if no reasonable, accommodating measures exist or if the driver's license suspension extends beyond a reasonable period of time, as is the case with a second or subsequent submission/refusal to breathe alcohol testing. Affected employees are encouraged to seek restricted/hardship licenses which authorize driving for employment purposes. Employees returning to work after any such suspension shall be required to provide proof of restoration of driving privileges.

XI. DRUG-FREE AWARENESS PROGRAM

LSU in Shreveport shall inform employees of the dangers of drug and alcohol abuse in the workplace, of the existence of this policy statement and its penalties for violations and/or available drug and alcohol counseling, rehabilitation and assistance through the following activities:

1. Publication, at least annually;
2. Inclusion of an abbreviated statement of the policy in the employee handbook;
3. Dissemination of the policy and of information at employee orientation and assistance programs regarding the dangers of drug and alcohol use and abuse and available rehabilitation programs; and
4. Dissemination of information to supervisors concerning their responsibilities relative to the provisions of this policy.

XII. NOTIFICATIONS AND DISTRIBUTION OF THE POLICY

All full-time persons employed by LSU in Shreveport will be provided with access to this policy via our University website, www.lsus.edu. A copy of this policy will also be available in the Noel Memorial Library for employee and general public review.

As a condition of employment, all employees are required (1) to abide by this policy and (2) to notify their supervisors of any criminal drug or alcohol statute conviction for a violation occurring in the University workplace within five days after such conviction. A supervisor who receives such a notice from an employee shall forward the notice through proper administrative channels to the appropriate Vice Chancellor. Within thirty days of receiving notice, LSU in Shreveport will implement personnel action as indicated in the "Enforcement" section of this policy.

In cases in which an LSU in Shreveport employee is supported by a federal grant or contract, the appropriate Vice Chancellor upon receiving notice of conviction covered by this policy shall notify the Chancellor's Office who will notify the granting agency of the conviction.

XIII. CONFIDENTIALITY

All information, interviews, reports, statements, memoranda, and/or test results received by LSU in Shreveport through its drug testing program are confidential communications, pursuant to R.S. 49:1012, and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings, except in an administrative or disciplinary proceeding or hearing, or civil litigation where drug use by the tested individual is relevant.

XIV. RESPONSIBILITY

The Chancellor is responsible for the overall compliance with this policy and shall submit to the Office of the Governor, through the Commissioner of Administration, a report on this policy and drug testing program, describing progress, the number of employees affected, the categories of testing being conducted, the associated costs of testing, and the effectiveness of the program by November 1 of each year.

The Risk Management Officer is responsible for administering the drug testing program: determining when drug testing is appropriate; receiving, acting on, and holding confidential all information received from the testing services provider and from the medical review officer; and collecting appropriate information necessary to agency defense in the event of legal challenge.

All supervisory personnel are responsible for assuring that each employee under their supervision receives a copy of this policy, signs a receipt form, and understands or is given the opportunity to understand and have questions answered about its contents.

XV. ATTACHMENTS

The “Applicable Legal Sanctions,” “Drug and Alcohol Use Health Risks,” and “Drug and Alcohol Counseling, Treatment and Rehabilitation Program” attached to this policy are a part of the policy but may be revised from time to time without affecting the policy itself.

XVI. CONCLUSION

The use of illegal drugs and abuse of alcohol or other controlled substances, on or off duty, is inconsistent with law-abiding behavior expected of the citizens of the State of Louisiana. LSU in Shreveport will not tolerate substance abuse or use which imperils the health and well-being of its employees and the public, or threatens its service to the public. LSU in Shreveport’s intention, through this policy, is to adhere to the Federal Drug-Free Workplace Act of 1988, 34 C.F.R. Part 83, Subpart F, the Department of Transportation Procedures for Transportation Workplace Drug Testing Programs, 49 C.F.R. Part 40, and the State of Louisiana Employee Substance Abuse and Drug-Free Workplace Policy, all in an effort to maintain a safe, healthful, and productive work environment for its employees and to promote public safety.

APPROVED

Michael T. Ferrell, Vice Chancellor
Business Affairs

Date

Vincent J. Marsala, Chancellor

Date

SAFETY-SENSITIVE OR SECURITY-SENSITIVE POSITIONS

Operates Equipment on a Regular Basis

1. Director/Assistant Director of Physical Plant
2. Operating Engineer Leaders
3. Mobile Equipment Operator/Light
4. Maintenance Repairer
5. Custodian Supervisor
6. Custodians
7. Horticultural Assistant/Foreman
8. Electrician Specialist
9. Operating Engineer Foreman

Authorized to Carry Firearms

1. Director, University Police
2. All Police Officers, regardless of rank

Attachment A

“Applicable Legal Sanctions”

March 10, 1992

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance
(55 Federal Register 33589)

21 U.S.C. 844(a)

- (a) *First conviction*: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.
- (b) *After 1 prior drug conviction*: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both. 3 years and fined at least \$5,000 but not more than \$250,000, or both.

Special Sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

- (a) *First crack conviction* and the amount of crack possessed exceeds 5 grams.
- (b) *Second crack conviction* and the amount of crack possessed exceeds 3 grams.
- (c) *Third or subsequent crack conviction* and the amount of crack possessed exceeds 1 gram.

21 U.S.C. 855 (a) (s) and 81 (a) (7)

Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment.
(See special sentencing provisions re: crack.)

21 U.S.C. 881 (1)(4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a

Civil fine of up to \$10,000 (pending adoption of final regulations).

21 U.S.C. 853a

Denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

18 U.S.C. 922(g)

Ineligible to receive or purchase a firearm.

Miscellaneous

Revocation of certain federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual federal agencies.

Note: See Attachment A.1 for additional federal drug trafficking penalties and information.

Note: These are only federal penalties and sanctions. Additional state penalties and sanctions may apply.

Drug-Free Schools and Communities Act

Illegal drug and alcohol use, consumption, distribution, etc. on college and university campuses also are covered by the provisions of the United States Drug-Free Schools and Communities Act amendment of 1989 (Public law 101-226).

Legal Sanctions in Foreign Countries

Employees in a program in a foreign country conducted by LSU-S alone or in conjunction with a foreign university also may be subject to sanctions under foreign law or under the Uniform Code of Military Justice. Although the legal sanctions described in this policy under United States law may not apply to employees in a foreign country, LSU-S will nevertheless hold such employees to the same standards as employees within the United States and will take the disciplinary actions described in this policy for violations of these standards.

Legal Sanctions in Louisiana

Under Louisiana law, the possession, purchase, or consumption of alcoholic beverages by a person under 21 years of age is punishable by law. Also under Louisiana law there exists a Louisiana Sentencing Commission which under LAC Title 22:IX has established correction sentencing guidelines for the unlawful possession of controlled substances and the unlawful distribution of controlled substances. A copy of this book is available at the Noel Memorial Library, Documents Section for review.

“Drug and Alcohol Use Health Risks”
April 9, 1997

General

Although there has been recent change in American health habits and societal attitudes toward recreational drug and alcohol use, problems continue to exist and experimentation is starting at an earlier age. An important piece of information to surface in recent years is that even moderate, nonprescribed use of alcohol and nonprescribed use of drugs can have an adverse effect on overall health and well-being. Consider the following facts:

1. Drinking more than one or two alcoholic beverages a week promotes more visible signs of aging;
2. Consuming one and one-half or more alcoholic beverages per day increases the risk of breast cancer;
3. Drinking alcoholic beverages poisons the heart muscle, counteracts the benefits of exercise, increases male impotence, and depresses the body’s immune system.
4. Tobacco use is a contributing factor in the development of chronic bronchitis, emphysema, circulatory problems, and coronary disease, as well as being the leading cause of lung cancer;
5. Cocaine use is responsible for kidney damage, stroke, lung and heart diseases, seizures, and intense psychological problems.
6. Many forms of narcotics are highly addictive to users;
7. Marijuana use creates certain dysfunctions related to thinking, learning, and recall; aggravates asthma, bronchitis, and emphysema; contributes to fertility problems; and contributes to the development of lung cancer;
8. The nonprescribed use of tranquilizers, barbiturates, and amphetamines is dangerous and may cause major health problems, including death;
9. Extended drug and/or alcohol use may result in substance dependency and loss of control of an individual’s life.

Source: Compiled from the following resources:

Drug Data: *What Everyone Needs to Know about Mood-altering Drugs*, Comp Care Publication, Minneapolis.

You Are What You Drink, Allan Luks and Joseph Barbato, Villard Books, New York.

You Can Stop, Jacquelyn Rogers, Simon & Schuster, New York.

Attachment B.1**Alcohol – Effects**

(55 Federal Register 33591)

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition research indicates that children of alcoholic parents are at a greater risk than other youngsters of becoming alcoholics.

Attachment C

“Drug and Alcohol Counseling, Treatment and Rehabilitation Programs”

April 9, 1997

Employee Services

The Counseling Center at LSU in Shreveport provides assistance to employees with drug related problems. The Counseling Center is located in the Administration Building, Room 227, Telephone Number 797-5365. Those employees who voluntarily seek assistance from the center are assured that professional standards of confidentiality will be maintained.

Such counseling, treatment and rehabilitation services are too numerous to list here, but referral to appropriate community agencies is also available through the Counseling Center.

APPENDIX A

EMPLOYEE ACKNOWLEDGEMENT OF PS 6.02.00

My signature hereon indicates that I have read Louisiana State University in Shreveport's Policy on Illegal Drug Use and Alcohol Misuse and Drug Testing Policy (PS 6.02.00). I understand that compliance with this policy is a condition of my employment or continued employment and I agree to comply with all of the requirements of the policy.

Employee Signature

Date

Employee Printed Name

PID

LSUS Representative Signature

Date

APPENDIX B

**AGREEMENT TO SUBMIT TO AN ALCOHOL OR DRUG TEST AND
AUTHORIZATION FOR THE RELEASE OF TEST RESULTS TO LSUS**

I have been requested to submit to an alcohol and/or drug test by a urine, body vapor, blood, breath and/or hair test and/or medical assessment.

I have been informed and I understand that my agreement to submit to the requested alcohol and/or drug test is completely voluntary on my part and that I have the right to refuse to submit to the test(s). I am aware and have been told that my refusal to submit to the test(s) may be grounds for disciplinary action against me up to and including termination/expulsion.

I have also been informed and am aware that results of the alcohol and/or drug test are protected by confidentiality requirements for alcohol and drug patient records under Federal laws and regulations. Therefore, I voluntarily agree to the below stated release of the test results.

I, _____, authorize the Medical Review Officer who will receive the results of the drug and/or alcohol screen test or assessment made pursuant to this agreement to release to the Director of Human Resource Management or his/her designee the results of such test or assessment, for the purpose of determining appropriateness of my eligibility for or continued employment. I authorize the Director of Human Resource Management or his/her designee to release the results of any drug or alcohol screen test or medical assessment (as well as any and all medical and psychological reports and test results that may be contained in any file maintained by Louisiana State University in Shreveport) to the following individuals and bodies: the appropriate state or federal agency including the State Civil Service Commission and its Referees, etc. as appropriate for the individual.

This consent is subject to revocation at any time except to the extent that the program which is to make the disclosure has already taken action in reliance on it. If not previously revoked, this consent will terminate upon conclusion of any proceedings, administrative, judicial or internal, as to which the test results are sought to be used. I also understand that withdrawal of this permission prior to, or at any time after, the release of any of the above information to the above named individuals or bodies constitute grounds for termination of my employment.

Employee Signature

Date

Employee Printed Name

PID

LSUS Representative Signature

Date

NOTE: FOR PATIENT RECORDS APPLICABLE UNDER FEDERAL LAW 42 CFR PART 2 (ALCOHOL AND DRUG RECORDS) This information has been disclosed to you from records protected by Federal confidentiality rules (42 CFR part 2). The Federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 CFR part 2. A general authorization for the release of medical and other information is NOT sufficient for this purpose. The Federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse patient.

APPROVED

Michael T. Ferrell, Vice Chancellor
Business Affairs

Date

Vincent J. Marsala, Chancellor

Date

Appendix 5: Safety Newsletter Spring 2019

SAFETY NEWSLETTER

Newsletter 1 Fall 2019

Here is an actual flash from the Weather Channel: “ 10 Feb 2013 ...A tornado is confirmed to have touched down in Hattiesburg, and damage is being reported on the western side of the University of Southern Mississippi, according to Joanne Colin, a meteorologist with the National Weather Service. The university has declared a state of emergency on campus. According to the USM website, “if people are not already on campus, they are advised not to return until further notice.”

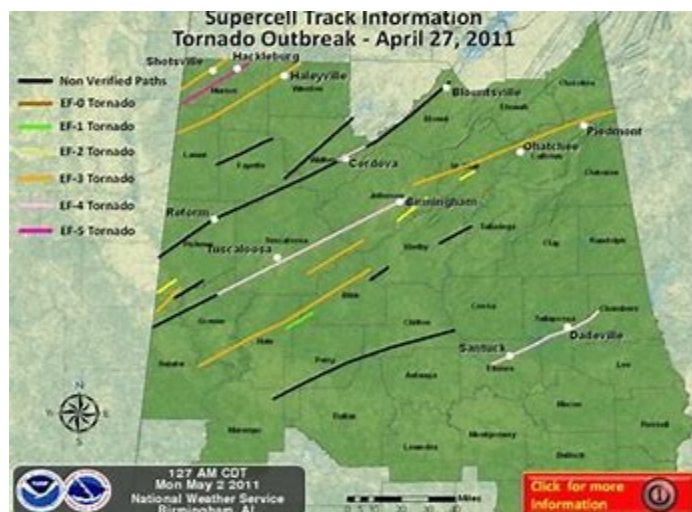
Here is a potential flash from the Shreveport Weather Service: “A tornado that formed over the Toledo Bend area has strengthened and is moving north northeast. It has caused extensive damage in Keithville and is projected to cross I-49 in 5 minutes before crossing the Red River in the vicinity of the Jimmy Davis Bridge. If you are in this path seek immediate shelter.”

Here is a potential story from the Shreveport Times: “ 4 students were killed when yesterday's EF-5 tornado roared through the campus of LSUS with wind speeds exceeding 200 miles per hour. Two of these students were killed when they attempted to beat the storm by riding off campus in automobiles. The other two fatalities occurred when tornado warnings were ignored by students in the vicinity of athletic fields. In addition to the 4 deaths, there were numerous injuries from flying glass and debris as well as extensive damage to several university buildings.”

The scenario above is hypothetical but realistic. On April 27, 2011 an EF-4 tornado slammed Tuscaloosa and the University of Alabama. Over 50 people were killed. That day, over 360 tornados struck across the south inflicting carnage and destruction.

IT CAN HAPPEN AT LSUS—BE PREPARED!

(SEE PROCEDURES ON PAGE 2)



On LSUS, University Police will issue a tornado warning (time permitting) using the Rave Alert system.. See page 3 for info on Rave Alert and rave Guardian,

When a tornado hits...

Move to the ground floor, center hall of the building

Close doors as you leave

Stay away from glass windows and doors with glass panes

Do not use the elevator

Do not leave the building or attempt to drive

Wait for the all clear



University of Southern Mississippi

H.R.3614 - Drug-Free Schools and Communities Act

In accordance with the Drug Free Schools and Campuses Act passed by Congress, LSUS is required to provide enrolled students, faculty and staff with various pieces of information regarding the unlawful use of drugs or alcohol on University property. The link below describes legal sanctions, health risks, available assistance and treatment avenues, as well as University-imposed disciplinary standards.

<http://www.lsus.edu/Documents/Offices%20and%20Services/Student%20Development%20and%20Counseling%20Center/Drug%20free%20schools%20and%20campuses%20act%20notification%20202.pdf>

Training Time!!!!

It is that great time of year when, in addition to dark, cold, and damp weather we complete our MANDATORY Ethics and Sexual Harassment Training. If you have not completed these trainings in 2019, please do so no later than March 31, 2019.

Link to Ethics Training: <https://laethics.net/EthicsTraining/login.aspx>

Link to Title IX/Sexual Harassment Training:

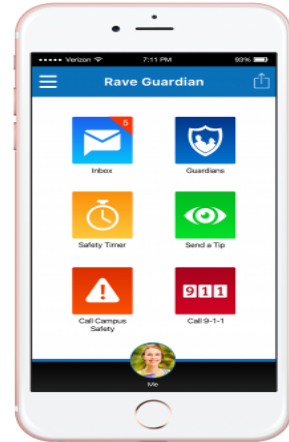
<https://pages.lsus.edu/hr/sexualharassment/story.html>

Send Certificates of Completion for both trainings to Stella in HR : stella.mcmillian@lsus.edu



From the Safety Guy.....

LSUS is making substantial investments in making our campus safer. One of these is the Rave Guardian system. Consider a scenario where a student was locked out of her car in a dark campus parking lot. If she had signed up for Rave Guardian she could quickly send a message to campus police who would immediately have her location via her phone GPS. Imagine how Rave Guardian might be used in an emergency situation such as an active shooter in a building. I encourage everyone to follow the instructions below to register for Rave Guardian. It is like insurance—you don't need it until you need it!



Rave Guardian versus Rave Alert...What's the Difference?

LSUS has two systems designed for use in campus emergency situations.

Rave Alert is a notification system that enables rapid transmission of information from campus administrators to the electronic devices of all faculty, staff, and students. Rave Alert will be used in situations ranging from a campus closure to an active shooter scenario. Any LSUS employee who has listed a mobile phone number in their Workday contacts is automatically registered to receive Rave Alert messages. Students will automatically receive Rave Alert messages on the mobile phone that is listed on MyLSUS/Compass.

Rave Guardian is an interactive system that enables users to quickly call campus police or 911. Additional features include being able to submit a tip, pictures, and videos directly to Campus Police. Unlike Rave Alert, users must manually register for Rave Guardian by downloading the App from the App Store. Follow these steps:

1. Download the Rave Guardian from the App Store
2. Follow the prompts to enter your e mail
3. Create password/pin and set up your personal safety profile

Appendix 6: Policy Statement 3.27.01 Tobacco Free Campus Policy

LSUS

POLICY STATEMENT

Issued By: The Office of the Chancellor

Coordinated By: Business Affairs Office

Effective: August 1, 2014

Revised: January 28, 2020

Subject: Tobacco-Free Campus Policy

1. PURPOSE

Act 211 of the 2013 Louisiana State Legislative session directs all public postsecondary educational institutions to develop smoke-free policies for its campuses by August 1, 2014. In accordance with Act 211 and La. R.S. 40:133.263, Louisiana State University Shreveport has adopted this policy ("LSUS Tobacco-Free Campus Policy") to provide guidelines for the implementation of the prohibition of tobacco use on the campus of LSU Shreveport.

11. DEFINITIONS

- Secondhand Smoke — smoke emitted from lighted, smoldering, or burning tobacco when the smoker is not inhaling, smoke emitted at the mouthpiece during puff drawing, and smoke exhaled by the smoker. This applies to the aerosol produced from electronic smoking devices.
- Smokeless Tobacco — tobacco products consumed orally in a manner other than smoking including, but not limited to, spit, dip, snuff, snus, chew, and orbs.
- Smoking — inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, and any other lighted combustible plant material. "Smoking" also includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form,

or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

- Student Organizations — societies, clubs, or the like which are formed because of the special interest of any particular group of students.
- Tobacco-free — the prohibition on the use of tobacco derived or containing products including, but not limited to, cigarettes, cigars, cigarillos, pipes, hookah-smoked products, electronic smoking devices, and smokeless tobacco products.
- Tobacco Products — cigarettes, cigars, pipes or the use of chewing or spit tobacco, electronic smoking devices (i.e., e-cigarettes, vapor emitting), or the use of any other oral smoking device for the purpose of circumventing the prohibition of smoking and or use of other tobacco products.
- Tobacco-related — applies to the use of a tobacco brand or corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern or colors, or any other indicia of product identical to, or similar to, or identifiable with, those used for any brand of tobacco products or company which manufactures tobacco products.
- University-managed property — property or facilities either owned, leased, or controlled by the University or its related entities including campus parking lots and University Court Apartments.
- University Organizations — institutionalized organizations for students and/or staff that receive funding directly from the University, and which are coordinated or directed by University staff.
- Electronic smoking devices — defined as any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the produce the product, the term includes any device manufactured, distributed, marketed or sold as an electronic cigarette (e-cigarette), personal vaporizer (PV) or electronic nicotine delivery system (ENDS), vape pen, or under any other product name or descriptor.

111. POLICY

LSU Shreveport strives to provide a healthy environment for faculty, staff, students, and visitors. Smoking and tobacco use has been proven to be the leading cause of preventable death in the United States and is a proven health and safety hazard, to both the smoker and non-smoker. LSUS recognizes the hazards caused by second-hand smoke (including aerosol and vapor) exposure, consequently this policy applies to the use of all tobacco products. Therefore, the University has determined that:

- a. The use of any tobacco product in any form (which includes, but is not limited to, smoking, smokeless, and vapor emitting) is prohibited effective August 1, 2014.
- b. This prohibition applies to all students, faculty, staff, contractors, and visitors on all LSU Shreveport University-managed property.
- c. The use of tobacco products is prohibited at all times:
 1. In all interior space of LSU Shreveport campus;
 2. On all outside property or grounds of LSU Shreveport campus;
 3. In all indoor and outdoor athletic facilities;
 4. In all vehicles leased, owned, and maintained by LSU Shreveport, including, but not limited to, physical plant vehicles, Campus Security vehicles, buses/cars/trucks used to transport students, faculty, staff, and/or visitors on University business.
- d. All tobacco industry promotions, advertising, marketing, distribution, and programs or events that promote the sampling and/or sale of tobacco products and tobacco related merchandise (including logo containing items) in any format are prohibited on all University property and University and student organizations/group sponsored events.
- e. LSU Shreveport university organizations and student organizations are prohibited from accepting money or gifts from tobacco companies.
- f. All organizers and attendees at campus events will be required to abide by the LSUS Tobacco-Free Policy. University offices responsible for reserving facilities shall be responsible for informing organizers of events. Organizers of such events are responsible for communicating the policy to attendees and for enforcing it.
- g. Littering the remains of tobacco products on campus is also prohibited.

IV. APPLICABILITY

This policy applies to all members of the University community including, but not limited to, faculty, staff, students, volunteers, trainees, supplemental staff employed through contract agencies, or outside trade unions, vendors, guests, and visitors.

v. POLICY COMPLIANCE AND ENFORCEMENT PROCEDURES

The policy will be referenced in the Faculty/Staff Handbook and the Student Handbook. Violations of University policies are subject to appropriate disciplinary action.

- a. Complaint Reporting Procedures for Students/Faculty/Staff

It is the responsibility of the immediate supervisor to facilitate and enforce compliance among employees under their supervision or contact managers to ensure that contractors comply with the policy. All LSU Shreveport employees are encouraged to report those in violation of the LSUS Tobacco-Free Campus Policy.

b. Consequences of Violations

Sanction for student violations will be addressed by the Student Affairs Office (Judicial Affairs); staff violations will be addressed by appropriate supervisors; faculty violations will be addressed by Program/Department Heads. Faculty and staff violations may also be referred to HR for potential admission to the Employee Assistance Program (EAP).

c. Visitor Violators

1. Offices responsible for reserving facilities will establish procedures for enforcing policy when violations involve visitors who are participating in events associated with their office.
2. Complaints about campus visitor violators shall be brought to the attention of the office responsible for the event.
3. Visitors found in violation of the policy will be requested to comply. Those who do not comply will be asked to leave campus.
4. Repeat violators may be banned from campus.

d. Tobacco Cessation Care Insurance Coverage

1. Tobacco Cessation Care and treatment for tobacco cessation programs shall be covered to the extent required under Preventive Care, including smoking deterrent products. Tobacco cessation care and treatment is otherwise excluded unless Medically Necessary due to severe active lung illness such as emphysema or asthma. (https://lsu.edu/hrm/pdfs/lsu_first_spd_2019.pdf)
2. Students who violate the tobacco-free policy may be referred to the Louisiana Quitline (1-800-QuitNow; www.quitwithusla.org), which is a free counseling service for tobacco cessation.

VI. POLICY AND PROCEDURE REVIEW

This policy and procedure will be reviewed annually by the Vice Chancellors.

AUTHORIZED BY:



 Vice Chancellor for Business Affairs

9-17-14

 Date

APPROVED BY:



Chancellor

9-17-14

Date

Appendix 7: Guidelines for General Fraternities and Sororities

Guidelines for General Fraternities and Sororities

This statement is intended to define the special relationship between the Louisiana State University in Shreveport and the general fraternities and Sororities which are members of the National Panhellenic Conference (NPC), the National Interfraternity Conference (IFC) and/or the National Pan-Hellenic Council (NPHC).

Relationship between Louisiana State University in Shreveport and LSUS General Fraternities and Sororities.

- **Rationale:** The nationally or internationally affiliated chapters of fraternities and sororities at LSUS operate in a mutually beneficial relationship with the University. Continuation of the University contribution through advising and support is essential to ensure maximum benefit of the system both to the University and to the individual students in the Greek system. Fraternities and sororities can make a positive contribution to the co-curricular experiences of student me:
- **Policies:** University regulations and procedures affecting fraternity and sorority members play an important role in maintaining the standards of the Greek system.
- **Responsibilities of the LSUS Student Activities Departments:**
 1. Through advising, to act as liaison between general fraternities and sororities and the University to enhance communication and public relations.
 2. To provide information to the fraternities and sororities regarding University policies, procedures and regulations and State and local laws affecting fraternities and sororities.
 3. To act as a source of information and as a liaison between new students and the fraternities and sororities. This may include information in University publications, mailing brochures to new students and distributing lists of interested students to the organizations to facilitate membership selection.
 4. To collect information on officers, members, grade point average standings, activities, policies, Council minutes and updated constitutions and bylaws.
 5. To act as a consultant to Councils and chapters for their organizational development including: officer training, advising, attending meetings and reviewing constitutions, bylaws, contracts, activity and other proposals.
To refer solicitors, leaders of philanthropic projects and others to fraternity organizations.
 6. To assist the Interfraternity Council, Panhellenic Council, Greek Council and Pan- Hellenic Council in investigating allegations of misconduct by fraternities or sororities and to facilitate due process in judicial matters. To organize leadership, educational and developmental programs including workshops, seminars, classes, risk managements and retreats with mandatory attendance of at least 75% of each chapter. Failure to meet attendance requirements may result in community service hours for the chapter.
 7. Through correspondence, meetings, conferences and telephone contacts, maintain cooperative relationships with local alumni, community groups, the professional staffs and volunteer officers of national fraternities and sororities, professional and fraternity-related organizations, campus organizations, public and private agencies and other University offices and departments. This will include regular meetings with the alumni chapter advisors.
 8. Through correspondence, meetings, conferences and telephone contacts, maintain cooperative relationships with local alumni, community groups, the professional staffs and volunteer officers of national fraternities and sororities, professional and fraternity-related organizations, campus organizations, public and private agencies and other University offices and departments. This will include regular meetings with the alumni chapter advisors.

9. Through correspondence, meetings, conferences and telephone contacts, maintain cooperative relationships with local alumni, community groups, the professional staffs and volunteer officers of national fraternities and sororities, professional and fraternity-related organizations, campus organizations, public and private agencies and other University offices and departments. This will include regular meetings with the alumni chapter advisors.
 10. To review and approve University policies, procedures and regulations relating to fraternity/sorority affairs.
 11. To grant permission to colonize a chapter on the campus.
 12. To regularly recognize the positive endeavors of the Greek system and encourage recipients (individuals and chapters) to notify the University of awards, achievements and community relations events.
- Requirements for maintaining Registered Student Organization Status.
 - General fraternities or sororities are required to be members of affiliates in good standing of the LSUS Interfraternity Council or Panhellenic Association or National Pan-Hellenic Council.
 - Chapters and their members must adhere to the LSUS Guidelines for Fraternity/Sorority Activities included in Part II of this document.
 - On an annual basis, each chapter, must file the following information with the Student Activities Office:
 1. Hazing Forms, Grade Release forms, Registration forms, and Greek Council dues by the first of October for the fall semester, and by the first of March for the spring semester, with changes as they occur.
 2. Statement, signed by every member, that he/she has received a copy of LSUS University Relationship and Guidelines for General Fraternities and Sororities, and that he/she understands his/her responsibilities as outlined in Section III of this document.
 3. Roster of initiates and pledges (Associate Members) by the end of the tenth week of each semester and changes as they occur. The roster should also include the names of any social affiliates.
 4. Copies of chapter and national (international) constitutions and bylaws, and policies, and any changes to those documents as they occur.
 - The chapter president agrees to accept full responsibility for the chapter's adherence to the Constitutions, Bylaws, rules and judicial procedures of the Interfraternity Council or the Panhellenic Association, University policies and directives by authorized
 - University officials, *The LSUS Student Handbooks* and local, State and federal laws. Accordingly, the chapter president must become familiar with such policies, laws, regulations, directives and procedures and must educate the chapter membership.
 - Each chapter must maintain an active membership of ten or more members.
 - No fraternity or sorority may pledge (associate) or initiate any individual who is not matriculated and regularly enrolled at LSUS.
 - No fraternity or sorority may pledge (associate) or initiate any individual who does not have a minimum 2.25 cumulative grade point average.
 - All active members must be a student at LSUS.
 - It is the right of the undergraduates in each chapter to select their own members within the context of allowing no discrimination on the basis of race, religion, national origin, ethnic background, age, marital status, sexual orientation or physical disability.
 - Fraternities and sororities are responsible for voluntarily incurred debts to the University and/or the University Center (such as phone bills, duplication services, damage to University property, etc.) and are expected to maintain good credit ratings in the community and to employ principles of sound business practice in business relationships with members.
 - All chapters are expected to cooperate with the University administration and the

Interfraternity and Panhellenic Councils in building and maintaining constructive community relationships with neighbors of the University.

- Fraternities and sororities are expected to set and maintain appropriate academic standards for pledging (association) and maintaining active membership status. Any organization member whose grade point average falls below a 2.25 or which statistics show may be adversely affecting the overall academic performance of the chapter will be placed on a probationary period of one semester. The organization will be helped in reviewing and revising their policies and practices with regard to academics.
- Advisors are critical to the success of the individual chapters and the Greek system. They may provide continuity from year to year, wisdom from experience and a perspective broader than that of the undergraduate members. It is the responsibility of the undergraduate members to regularly seek out the advice of their respective chapter advisors. Each chapter must have a chapter advisor and/or alumni advisory board. At a minimum, the University expects the following of the chapter advisor/alumni advisory board:
 1. Meet regularly with chapter officers, and be familiar with University policies governing fraternities and sororities and ensure that the chapter complies with such policies.
 2. Review the chapter's new member development (pledging) program and ensure that no chapter activities involve hazing in any form,
 3. Assist University officials in dealing with problems or other situations involving the chapter,
 4. Be represented at meetings of chapter Greek advisors,
 5. To attend and support chapter activities.
 6. Each chapter must remain in good standing with the national/international or fraternity or sorority if applicable.
 7. No chapter shall sponsor an auxiliary organization or activity which connotes membership of any kind in their group (e.g., little sisters, sweethearts, etc.) other than that full membership as ascribed by the organization's constitution.

Definition of Chapter Sponsored Activity: An event will be considered a chapter- sponsored activity under one or more of the following conditions:

1. The event is advertised and the advertisement makes any mention of the fraternity or sorority.
 2. Discussion of the activity is mentioned in the minutes of a chapter meeting.
 3. Transportation to the activity is provided by the chapter.
 4. The chapter creates or causes to be created any promotional materials for the activity, including t-shirts, cups, etc.
 5. The chapter is involved in any fashion with the sale of tickets for the activity or the sale of promotional items which mention the activity.
 6. The chapter provides maps, information or tickets to the activity for its members and/or guests.
 7. The activity is listed on the chapter calendar.
 8. All Greek Council sponsored events such as Greek Week and chapter sponsored events such as fraternity philanthropy weeks are considered sponsored by all chapters who participate.
 9. Participants classify the event as a chapter event.
 10. Chapters are responsible for events they sponsor. When an event is sponsored by more than one organization, each sponsor is responsible for adequate planning, actual event behavior and post-event accountability for all in attendance.
 11. LSUS does not allow any activity by individuals or student organizations which involve the selling or auctioning of services by individuals.
- Advertising and Publicity: All publicity is expected to be in good taste and in compliance with University posting policies.

1. Alcoholic Beverages and Illegal Substances
 2. In addition to the following policies, fraternities and sororities and their members are required to comply with the University's policy for the use of alcoholic beverages when sponsoring or participating in any activity.
 3. Use of illegal drugs at any chapter sponsored event is strictly prohibited.
 4. No fraternity or sorority shall permit any person who is under the age of twenty-one or anyone who is obviously intoxicated to consume alcoholic beverages at chapter sponsored events. An organization sponsoring or co-sponsoring an event has an obligation to make reasonable effort to provide for the safety of any members or guests who exhibit intoxication.
 5. No fraternity or sorority shall at any time expect, suggest or compel members or pledges/associates to consume alcoholic beverages or illegal substances.
 6. No alcohol will be permitted for any Greek organization for an event held on the LSUS Campus.
 7. Fraternities shall comply with IFC regulations establishing a completely dry fraternity rush. Sororities shall comply with Panhellenic regulations prohibiting alcoholic beverages at recruiting or pledging events. No alcoholic beverages shall be present at any chapter or Council rush function, regardless of location. A rush/recruitment function is defined as any chapter activity occurring during the official rush/recruitment period established by the Interfraternity Council or Panhellenic Association or any event held at any time where the primary purpose is membership recruitment.
 8. No alcoholic beverages shall be present at any pledge/associate member programs or activities, including but not limited to: initiation or pre-initiation activities; pledge/associate member retreat; pledge presents; and big brother/sister revealing.
 9. These policies shall also apply to the Interfraternity Council, the Panhellenic Association, National Pan-Hellenic Council, Greek Week, Order of Omega, and all other inter-Greek functions.
- Hazing
 1. Definition: Hazing is defined as any action taken or situation created which, regardless of location, intent or consent of the participants, produces, or is reasonably likely to produce, bodily harm or danger, mental or physical discomfort, embarrassment, harassment, fright, humiliation, intimidation, degradation, or ridicule, or otherwise compromises the dignity of an individual;
 2. Compels an individual to participate in any activity which is unlawful, perverse, publicly indecent, contrary to the rules, policies and regulations of the University, or which is known by the compelling person to be contrary to the individual's genuine moral or religious beliefs; or will impair an individual's academic efforts.
 3. Louisiana Legislature Act No. 640 states each organization as defined in R.S. 17:1801 shall provide annually minimum of one-hour hazing prevention education to all members and prospective members. The education may be provided in person, electronically, or both. Each organization shall submit a report annually to the institution with which it is affiliated relative to the students receiving education.
 4. Members of fraternities and sororities may not engage in any hazing activities.

5. Louisiana Legislature Act No. 640 states each organization as defined in R.S. 17:1801 shall provide annually minimum of one-hour hazing prevention education to all members and prospective members. The education may be provided in person, electronically, or both. Each organization shall submit a report annually to the institution with which it is affiliated relative to the students receiving education.
6. Members of fraternities and sororities may not engage in any hazing activities.
- Examples of actions and activities which are considered unacceptable include, but are not limited to the following:
 1. Any form of physically demanding activity (calisthenics, runs, etc.) not part of an organized voluntary athletic contest or not specifically directed toward constructive work.
 2. Paddling, shoving or otherwise striking individuals.
 3. Compelling individuals to wear carry or publicly display any article or apparel, especially items which are unusual, uncomfortable, degrading or physically burdensome. It is understood that students may choose to wear pledge/associate member pins, pledge class T-shirts that are consistent with the University's policy concerning harassment or other appropriate apparel, compelling them to do so is hazing. Examples include, but are not limited to wooden paddles, painted rocks, T-shirts with degrading slogans or names on them, notebooks, etc.
 4. Depriving individuals of the opportunity for sufficient sleep (six hours continuous sleep per day minimum), decent edible meals or access to means of maintaining bodily cleanliness.
 5. Activities that interfere with an individual's academic efforts by causing exhaustion, loss of sleep, or loss of reasonable study time or by preventing an individual from attending class.
 6. Compelling individuals to consume alcohol or drugs.
 7. Compelling individuals to eat or drink foreign or unusual substances or compelling the consumption of undue amounts or odd preparations of food.
 8. Having substances thrown at, poured on or otherwise applied to the bodies of individuals.
 9. Morally degrading or humiliating games or any other activities that make an individual the object of amusement, ridicule or intimidation.
 10. Transporting individuals against their will, abandoning individuals at distant locations, or conducting any kidnap, ditch or road trip that might in any way endanger or compromise the health, safety or comfort of any individual.
 11. Causing an individual to be indecently exposed.
 12. Violating accepted social customs in regard to sex and relations between the sexes.
 13. Activities that require a person to remain in a fixed position for a long period of time.
 14. Compelling an individual to become branded or tattooed.
 15. Line-ups involving intense or demeaning intimidation or interrogation, such as shouting obscenities or insults.
 16. Assigning activities (pranks, scavenger hunts, etc.) that compel a person to deface property, engage in theft or harass other individuals or organizations.
 17. Tests of courage, bravery or stamina.

18. Having substances thrown at, poured on or otherwise applied to the bodies of individuals.
 19. Intentionally deceiving new members prior to initiation to make them believe that they will not be initiated or will be hurt or struck.
 20. Intentionally creating a mess and compelling individuals to clean it up.
 21. Excluding an individual from social contact for prolonged periods of time.
 22. Imposition of many hours of silence, during which time an individual may not speak while going about his or her daily routine.
 23. Any activity as described above upon which the initiation or admission into or affiliation with the organization is directly or indirectly conditioned, or implied to be conditioned, or which occurs during a pre- initiation or initiation activity shall be presumed to be compelled activity, the willingness of an individual to participate in such an activity notwithstanding. Behavior in which only pledges/associate members participate in may be interpreted as compelled behavior. If there is any indication that a deviation from pledge/associate member class behavior that may result in the loss of membership or other consequences will be considered a violation of the Greek Guidelines.
- Enforcement:
 1. It shall be the specific responsibility of the chapter president to see that this policy is communicated each semester to all members (initiates and pledges/associate members), and to see that his/her chapter strictly adheres to the policy.
 2. Fraternities and sororities should understand that not only is the chapter responsible for preventing hazing in any form, but any and all members involved in a hazing violation will be held personally accountable for their actions.
 3. Chapters are responsible for controlling the actions of their alumni members during initiation or pre-initiation activities.
 4. The Dean of Students will be notified promptly of all alleged hazing incidents; the handling of such cases is subject to the Dean's review.
 5. The national/international office of a fraternity or sorority will be notified of any hazing charges pending against their chapter and will be informed of the disposition of the case.
 6. Any proven hazing case involving serious bodily injury will result in revocation of registration for the chapter and a recommendation to the national/international office of the fraternity or sorority of revocation of their charter.
 7. Fraternities and sororities are expected to comply with the provisions of the IFC and Panhellenic Constitutions and Bylaws.
 8. Hazing is a crime in the State of Louisiana. Incidents of hazing will be reported to the appropriate law enforcement agency if the investigation of the incident provides sufficient evidence to indicate that the matter falls within the hazing definition.
 - Responsibilities of Chapter Officers

Chapter officers shall be responsible for ensuring that chapter members adhere to: all governing principles of the Interfraternity or Panhellenic Councils; all policies, procedures and directives promulgated by LSUS; and all local, State and federal laws regarding fraternity or sorority activities. The chapter president shall have the duty to inform chapter members of these regulations. Annually, as part of the Greek organization

registration process, each fraternity officer will sign a statement agreeing that he/she has received a copy of The University Relationship and Guidelines for General Fraternities and Sororities, and a copy of the signed statement will be filed with the University Center.

- Chapter officers shall be held accountable for organized chapter activities. Examples of such activities include but are not limited to: rush activities, initiation rites, sports competitions and parties.
- Although all members are personally responsible for their own behavior, a specific chapter officer may be held personally accountable for the misconduct of chapter members during organized chapter activities. Circumstances which might warrant this personal accountability include but are not limited to:
 1. Inappropriate and/or unacceptable activities which are sanctioned by the chapter by means of discussion and/or planning at a chapter meeting, officers' meeting or committee meeting.
 2. An officer's personal participation in such an activity.
 3. An officer's failure to act appropriately upon witnessing such an activity.
 4. An officer's failure to act appropriately in preventing such an activity when he/she had prior knowledge.
 5. An officer's failure to act appropriately in taking corrective action after learning of such an activity.
 6. An officer's negligence in his/her responsibility to educate the group regarding established laws, regulations, policies, directives and procedures.
 7. An officer's failure to cooperate fully with law enforcement personnel or with University officials, including failure to identify chapter members known by the officer to be involved in an incident.
- Governance
 1. The University recognizes that the governing bodies for the Greek system are the Panhellenic Council, Greek Council, Pan-Hellenic and the Interfraternity Council. Each council consists of an executive board and at least one representative from each of the registered campus chapters.☐
 2. Each sorority and fraternity also have an executive board, a constitution, and bylaws which govern the chapter. In addition, each chapter must abide by its local organization's constitution and bylaws. Unless non-Pan-Hellenic Council. The applicable Unanimous Agreements of the National Panhellenic Conference also guide the respective sororities.
- Revision and Review
 1. Revisions to The University Relationship and Guidelines for General Fraternities and Sororities procedures are subject to review by the Panhellenic Association President, Pan-Hellenic President, Greek Council President and the Interfraternity Council President and approval by the Greek Advisor.☐
 2. Prior to any revision, regardless of the source of the proposed revision, input shall be sought from the LSUS Director of Student Activities, the Interfraternity, Greek Council, Pan-Hellenic, and the National Panhellenic Councils and the chapter alumni advisors.

This document shall be reviewed on an annual basis by the Director of Student Activities.

Appendix 8: Athletic Drug & Alcohol Policy

Athletic Drug and Alcohol Policy

The following policy has been adopted and shall be administered by the Louisiana State University in Shreveport Athletic Department. LSU Shreveport reserves the right to make changes to this policy and this policy should not be construed to create a contract between student-athlete and LSU Shreveport.

Participation in intercollegiate athletics through LSU Shreveport is a privilege that may be qualified, suspended or terminated at any time by LSU Shreveport.

LSU Shreveport is concerned with the health, safety, and welfare of the student-athletes who participate in its programs and represent the college in intercollegiate athletics. The use of illegal drugs, misuse of legal drugs, use of performance-enhancing substances, use of alcohol, and inappropriate use of tobacco are inconsistent with the standards expected of student-athletes at LSU Shreveport. Substance use and abuse can pose risks to a student-athlete's health and safety, negatively affect academic and athletic performance, and comprise the integrity of athletic competition and the mission of LSU Shreveport.

LSU Shreveport is committed to maintaining an environment for students free of illegal drug use and alcohol abuse. Violation of this policy may also be a violation of the LSU Shreveport Student Conduct Code. Student-athletes should be aware that the Student Conduct Code prohibits the unauthorized manufacture, sale, possession, use or distribution of illicit drugs and alcohol on campus. Disciplinary action up to and including suspension or permanent dismissal from the University may result from a violation of the Student Conduct Code. Nothing in this policy shall be construed to diminish the responsibilities of student-athletes to adhere to the Student Conduct Code.

Purpose

The LSU Shreveport Athletic Department believes that random testing and testing based on reasonable suspicion are appropriate to:

- Ensure the health, safety, and welfare of our student-athletes
- Promote fair competition in intercollegiate athletics
- Identify student-athletes who are improperly using drugs or alcohol and assist those student athletes
- Educate student-athletes

The intent of these policies is to prevent use and abuse of prohibited substances by student-athletes through education, testing, and professional guidance.

- Education – providing student-athletes with accurate information about problems associated with substance use and abuse and promoting health and safety in sport
- Testing – analyzing biological specimens to detect prohibited substances student-athletes may introduce to their bodies and associated sanctions resulting from use detailed in this policy
- Professional Referral – facilitating appropriate treatment and rehabilitation of student-athletes

Alcohol, Tobacco and Other Drug Education

Participants who are educated about substance use in sport are more likely to make informed and intelligent decisions about usage. LSU Shreveport will provide drug and alcohol education opportunities for student-athletes. These educational programs will be designed to review athletic department, institutional, conference and national governing body policies related to alcohol, tobacco and other drugs. Appropriate educational materials will be made available to participants including this policy.

Consent to Participate

As a condition of participation in intercollegiate athletics at LSU Shreveport, each student-athlete will be required to sign a consent form agreeing to undergo drug and alcohol testing and authorizing release of test results in accordance with this policy. Further, each student-athlete must authorize his/her healthcare provider(s) to provide medical information and discuss same with the Athletic Director, coaches and athletic staff as such relates to the health, safety, fitness and ability of the student-athlete to participate in their sport and related training activities. Failure to consent to or to comply with the requirements of this policy may result in suspension from participation or termination of eligibility to participate in intercollegiate athletics at LSU Shreveport.

The Athletic Director or his/her designee, in their discretion, may temporarily suspend or qualify participation by any student-athlete upon reasonable belief that the student-athlete may be in violation of this policy, the LSU Shreveport Student Conduct Code, or any team rule or requirement. Upon finding that a student-athlete is in violation of this policy, the Student Conduct Code, or any team rule or requirement, the Athletic Director may terminate, suspend or qualify participation.

Alcohol

It is the responsibility of every member of the college community to be aware of the risks associated with alcohol use and abuse. The Athletic Department views the use of alcohol to be incompatible with the goal of athletic excellence. Student-athletes are required to conduct themselves in accordance with university policies, and federal, state and local laws. (Section 5.2.32 of the Student Handbook) It should be understood that possession or consumption of alcoholic beverages by individuals under the age of 21 is a violation of state law and a violation of this policy. Likewise, it is illegal and a violation of this policy for a student-athlete to supply alcoholic beverages to persons under the age of 21.

The Athletic Department may suspend participation of any student-athlete upon a pending criminal charge, and may suspend or terminate participation upon a conviction, plea of guilty or plea of no contest to any of the following:

- Driving under the influence (DUI/DWI) or other motor vehicle violations involving alcohol or drugs
- Public intoxication
- Drunk and disorderly
- Other violations of local, state, or federal law involving alcohol or drugs, including possession
- Other violations of local, state, or federal law involving alcohol or drugs and acts of violence
- Minor in possession

Even if such a criminal charge is ultimately dismissed, the student-athlete may be found to have violated this policy and be subject to sanctions as set forth herein.

Tobacco

The use of tobacco products is prohibited by all game personnel (e.g. coaches, student-athletes, athletic trainers, managers and game officials) in all sports during practice, meetings, competition and other times when the student-athlete is representing the University.

Prohibited Drugs/Substances

LSU Shreveport is a member of the National Association of Intercollegiate Athletics (NAIA) and will use the NAIA list of banned drug classes. The drug and/or alcohol screening process may include analysis of, but is not limited to, the NAIA list of banned-drug classes. For an ongoing updated listing of the banned-drug list view the NAIA's web site at www.naia.org. Prohibited substances that LSU Shreveport may screen for include, without limitation, alcohol (in any sport), marijuana, PCP, opiates, MDMA (Ecstasy), amphetamines, cocaine, flunitrazepam (Rohypnol) and anabolic steroids. All student-athletes must keep the athletic training staff and/or team physician aware of any prescribed drugs and dietary supplements that he or she may be taking.

Specimen Analysis

The drug and/or alcohol screening process may include, but are not limited to, the following biological specimen collection methods:

- Urine testing
- Saliva testing
- Breath alcohol devices
- Hair samples

Selected Types of Drug Testing

- Unannounced Random Testing

All student-athletes who have signed the institutional drug-testing consent form and are listed on the institutional squad list are subject to unannounced random testing. The Director of

Athletics or his/her designee may randomly select student-athletes from the official institutional squad lists.

- Reasonable Suspicion Screening

A student-athlete may be subject to testing at any time when there is individualized reasonable suspicion to believe the participant is using a prohibited substance. Such

reasonable suspicion may be based on information as determined by the Director of Athletics

or by an Assistant Athletic Director, Head Coach, Assistant Coach, Athletic Trainer, or Team Physician, and deemed reliable by the Director of Athletics. Reasonable suspicion may include, without limitation, 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances, or 4) information from others. Among the indicators which may be used in evaluating a student-athlete's abnormal appearance, conduct or performance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate

or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal problems.

- Re-entry Testing

A student-athlete, who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a drug or alcohol violation, may be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. The Director of Athletics or his/her designee shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete's case indicates that re-entry into the intercollegiate sports program is appropriate.

- Follow-up Testing

A student-athlete who has returned to participation in intercollegiate sports following a positive test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at the discretion of the Director of Athletics or his/her designee in consultation with the counselor or specialist involved in the student-athlete's case.

Sanctions

Refusal to sign a consent form prohibits a student-athlete from participating in any intercollegiate sport at LSU Shreveport. Any student-athlete who tests positive for a banned substance or who refuses to submit to a required test, and/or who violates the terms of the safe harbor program as described in this policy shall be subject to the sanctions below, which may be modified for good cause by the Director of Athletics. Sanctions for other violations of this policy are within the discretion of the Director of Athletics. All violations of this policy are cumulative.

- First Offense

Student-athletes' FIRST POSITIVE identification of the use and/or abuse of prohibited substances are in serious violation of LSU Shreveport Athletics Department rules and ethics. A meeting will be called with the student to discuss the relevant circumstances.

At that point, the cooperation of the student-athlete in assessing his/her situation will weigh much in his/her favor as to what actions will result.

The student-athlete's parent(s) will be notified of a positive test by the Director of Athletics.

Depending on the assessment of the student-athlete's situation, the LSU Shreveport Athletics Department may require a minimum of two hours of professional counseling to assist the athlete in a drug-free life. LSU Shreveport aids students with drug related problems through its Student Development and Counseling Center. Those students who voluntarily seek assistance from the center are assured that professional standards of confidentiality will be maintained. Referral to appropriate community agencies is available through the Student Development and Counseling Center. University support services and programs are designed to encourage students to adopt and maintain healthy lifestyles.

The two hours of professional counseling MUST be completed within two weeks of notification of a positive test. If the counseling is not completed within those two weeks, the student-athlete will be ineligible to participate until the two hours of counseling is completed.

If the Director of Athletics feels that the student-athlete's problem has been corrected, he/she will be allowed to continue participating in his/her sport. No student-athlete will be allowed to participate while intoxicated (intoxicated means a high level of any controlled substance not normally found in the

human body.) Finally, the student-athlete will be asked to provide another urine specimen to be tested within the next thirty (30) days from the initial notification meeting of the first positive test result.

Second Offense

A student-athlete's SECOND POSITIVE identification of the use of prohibited substances is a VERY SERIOUS violation of LSU Shreveport Athletics Department rules and ethics. Members of the LSU Shreveport Athletics Department will again meet the student-athlete. The student-athlete shall be suspended indefinitely from any participation and/or 10% of his/her regular season from his/her sport, as follows:

Baseball	5 games
Basketball	3 games
Soccer	1 game
Tennis	1 match

The student-athlete WILL NOT be permitted to return to athletics participation until ALL of the following criteria have been met:

- Obtain a minimum of two hours of Rehabilitative Counseling through the Student Development and Counseling Center.
- Provide another specimen to be tested within the next thirty (30) days from the date of notification in the second confrontation meeting. Specimen must test negative. The student-athlete will be financially responsible for this follow-up test.

After the completion of the above criteria and with the recommendation of the University staff counselor, members of the LSU Shreveport Athletics Department will meet to reconsider the student-athlete's status. This DOES NOT guarantee the player's return to his/her sport.

At any time, the Director of Athletics may require the student-athlete to demonstrate appropriate support and rehabilitation efforts.

Third Offense

A student-athlete's THIRD POSITIVE identification of the use and/or abuse of prohibited substances indicates to the LSU Shreveport Athletics Department that the said student-athlete will not conform to established rules and poses a safety hazard. Therefore, the LSU Shreveport Athletics Department will:

Suspend this individual from any participation or involvement with LSU Shreveport Athletics Department for a period no less than one calendar year (365 days) from the date of the student- athlete's positive drug test.

The student-athlete will be required to obtain a minimum of two hours of professional rehabilitative counseling, in addition of a referral to a local Alcohol & Drug Abuse Clinic prior to petitioning for

reinstatement. Members of the Athletics Department shall meet only after the written request for the student-athlete to the Director of Athletics has been submitted. The committee shall then meet with the student-athlete to discuss his/her status.

Voluntary Disclosure/Safe Harbor

A student-athlete who has engaged in prohibited drug or alcohol use is encouraged to seek assistance from the Athletic Department by voluntarily disclosing his or her use prior to an announced drug test.

- If the student-athlete seeks assistance prior to being identified as having violated this policy or being notified that he or she must undergo screening, the impermissible use will not be deemed an offense for purposes of determining sanctions under this policy.
- The student-athlete will be required to undergo an evaluation by a substance abuse counselor. The counselor shall determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. The student shall authorize the counselor, or other healthcare provider, to provide a summary of his or her findings and recommendations to the Athletic Director.
- Failing to complete the treatment recommended by the counselor, or having a positive test for any banned substance that indicates new use after entering the Safe Harbor Program will be deemed the next subsequent offense under this policy.
- If the student-athlete regains his or her eligibility to participate in intercollegiate sports, he or she may be required to undergo unannounced follow-up tests at the discretion of the Director of Athletics.

Hearing

Student-athletes who test positive under the terms of the LSU Shreveport Intercollegiate Athletics Alcohol, Tobacco and Other Drug Education and Testing Policy, or are otherwise believed to have violated this policy, will be entitled to a hearing with the Director of Athletics prior to the imposition of any sanction. Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours would end on a weekend, the request must be made by noon on the next business day. Requests must be in writing and received by the Director of Athletics.

At the hearing, the student-athlete shall be advised of the information that suggests a violation of this policy and be given the opportunity to admit, deny or explain the alleged violation of this policy. The student-athlete may have an advisor present if the student so desires. However, the student-athlete must present his or her own case. The advisor may not speak or act on behalf of the student-athlete. Generally, the hearing should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. There will be an opportunity for the student-athlete to present evidence, as well as to review the results of any test. The decision by the Director of Athletics or his/her designee regarding the sanction to be imposed shall be final; however, within five (5) days of the decision by the Director of Athletics, the student-athlete may request a review by the Provost who, in his/her discretion, may review the decision.

Appendix 9: Pilot Pointe Apartment Drug & Alcohol Statement

Pilot Pointe Apartments Drug and Alcohol Statement

ALCOHOL - Possession or consumption of alcoholic beverages by you and your guests at Pilots Pointe Apartments must be in compliance with local, state and federal laws, and with the rules and regulations of the University. If you are under 21 years of age, you may not consume or possess alcohol. Alcohol may not be consumed or displayed in public areas, including balconies, patios and walkways.

DRUGS AND ILLEGAL SUBSTANCES -Resident, members of the Resident's household, Resident's guests, and all other persons affiliated with the Resident: A. Shall not engage in any illegal or criminal activity on or about the premises. The phrase, "illegal or criminal activity" shall include, but is not limited to, the following:

- Permitting the premises to be used for or facilitating any type of criminal activity or drug related activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.
- The unlawful manufacturing, selling, using, storing, keeping, purchasing or giving of an illegal or controlled substance or paraphernalia as defined in city, county, state or federal laws, including but not limited to the State of Louisiana and/or the Federal Controlled Substances Act.
- Violation of any federal drug laws governing the use, possession, sale, manufacturing and distribution of marijuana, regardless of state or local laws. (So long as the use, possession, sale, manufacturing and distribution of marijuana remains a violation of federal law, violation of any such federal law shall constitute a material violation of this rental agreement.)
- Engaging in, or allowing, any behavior that is associated with drug activity, including but not limited to having excessive vehicle or foot traffic associated with his or her unit.

Any violation of the above provisions constitutes a material violation of the parties' lease contract and good cause for termination of tenancy, as well as the pursuit of appropriate legal ramifications.