

Loyola University Maryland
Biennial Review - Drug-Free Schools and Campuses Regulations

Academic Years: 2020-2021 and 2021-2022



Report Contributors:

Deborah Cady Melzer, Vice President/Dean of Students
Mary Beth Mudric, Assistant Dean of Undergraduate Studies
Marian Aden, Director of Student Conduct
Sara Scalzo, Director of Student Engagement
Andrea Cadyma, Associate Dean of Students
Ejuma Adoga, Case Manager

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 the following.

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, of:

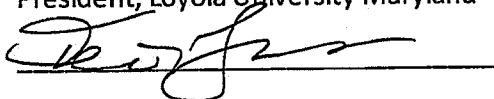
- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities;
- A description of the applicable legal sanctions under local, State, or Federal law for 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 description of any drug or alcohol counseling, treatment or rehabilitation or re-entry programs that were available to employees or students; and
- A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with State and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct. 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 program to:

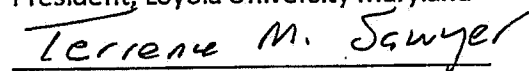
- Determine its effectiveness and implement changes to its comprehensive alcohol and other drug prevention program and policies, if needed; and
- Ensure that its disciplinary sanctions were consistently enforced.

Loyola University Maryland
4501 North Charles Street
Baltimore, MD 21210

President, Loyola University Maryland



President, Loyola University Maryland



Date

2/2/23

IRS Employer Identification Number

Telephone Number

e-mail address

Overview:

Loyola University Maryland complies with the requirements of the 1989 amendments to the Drug-Free Schools and Communities Act (DFSCA), as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86. These regulations require Institutions of Higher Education to conduct a biennial review of their alcohol and other drug programs and policies. The biennial review is designed to document the University's prevention efforts, as this review examines the scope effectiveness of campus prevention and educational programs which are critical to creating a comprehensive effort and complying with the regulations. Loyola's Biennial Review is completed in even-numbered years by a Biennial Review Working Group (Student Support and Wellness Promotion, Associate Dean of Students, Student Life, Student Activities, and Human Resources) under the leadership of the Director of Student Support and Wellness Promotion or designee.

Distribution of Documents

As required by the Drug Free Schools and Communities Act of 1989, Loyola University Maryland distributes the *Annual Notification* of the University's Drug and Alcohol Abuse Prevention Program by email to all students (undergraduate and graduate) and employees to their university email address. These emails were sent, generally, in September, January, and June to ensure that all University members were provided with this information, regardless of enrollment time, and/or start-date. Additionally, the *Annual Notification* is embedded on university websites, including those for the Office of Human Resources and the Office of Student Support and Wellness Promotion. All new employees were provided with a copy or a link to the *Annual Notification* and *Biennial Review* during their new employee orientation.

Loyola University Maryland has a long-standing commitment to alcohol and other drug prevention, including professional staff, prevention education, early intervention, and environmental management through a University Alcohol and Other Drug (AOD) Task Force. For academic year 2020 – 2021, The University was a member of the Maryland Collaborative to Reduce College Drinking and Related Problems, which includes surveys and respective recommendations to address high-risk alcohol use.

Objectives:

The objectives of the Biennial Review, as identified by the U.S. Department of Education, include

- Determining the effectiveness of and implementing any needed changes to all Alcohol and Drug Prevention Programs and Policies at Loyola University Maryland.

- Ensuring that the disciplinary sanctions for violating standards of conduct are enforced consistently. This is done in compliance with the Code of Federal Regulations, 34 CFR Part 86, or The Drug-Free Schools and Communities Act.

Description of Alcohol and Other Drug (AOD) Program Model

Loyola University Maryland consistently utilizes best practices to create and implement their comprehensive prevention program, which is aimed at reducing student substance use. The following table outlines the University's 3-in-1 prevention framework.

Loyola University Maryland's 3-in-1 AOD Environmental Management Prevention Model	
Interventions at the individual level for students	<ul style="list-style-type: none"> • Screenings and referral for education or treatment • Education interventions • Parental notification of policy violations • Faculty/Administrator/Staff/ Student Leaders conversations with students • Athletic drug testing
Interventions at the student population (group) level	<ul style="list-style-type: none"> • Consistent policy enforcement • Referral of students with conduct violations for education and/or evaluation and treatment • Alcohol-free social activities • Online education requirement, Everfi • Outreach and prevention presentations and programs • Academic rigor • Friday and morning classes • Living-learning communities • Peer education • Substance Free Housing
Interventions at the University and surrounding community level	<ul style="list-style-type: none"> • Loyola University Late Night Committee • University representation in neighborhood associations • 2020-2021 - Participation in the Maryland State Collaborative to Reduce Underage Drinking and Associated Harm

The following procedures represent the key programmatic elements of our campus prevention efforts.

Individual Level Interventions for Students

Screenings and referral for education or treatment:

All students who were found responsible for a simple alcohol violation, typically students with an underage possession of alcohol, were sanctioned to complete alcohol education from either the Office of Student Conduct or the Office of Student Support and Wellness Promotion. Students may have been required to meet with an off-campus substance use counselor if deemed necessary by the Office of Student Support and Wellness Promotion.

Additionally, any subsequent violation of the alcohol policy typically resulted in a mandated evaluation by an off-campus counselor who specialized in substance use disorders to determine if an alcohol use disorder diagnosis was present. At that point, the student was required to follow treatment/education interventions, as per the off-campus counselor's recommendations.

All students who were found responsible for any drug violations were required to meet with either the Director of Student Support and Wellness Promotion or the Dean of Students to establish an immediate appointment with an off-campus evaluator/substance use counselor. The student was required to follow all recommendations for treatment.

Students who were frequent, or habitual drug users were suspended from the University, with the condition for return to the University being completion of a drug/alcohol treatment program. Students who were found responsible for drug distribution, were expelled from the University.

Education Interventions

- **AlcoholEdu**

AlcoholEdu® is an evidence-based training designed to prevent risky drinking and other drug use on campus and help students better reach their academic, professional and personal goals.

- Parental notification of policy violations:**
Loyola views parents and families as partners in the educational process, and in keeping with that spirit parents are notified in the event of any alcohol or drug policy violation for first year students. Furthermore, parents are notified of any drug policy violation and/or hospital transport regardless of class year.
- Faculty/Administrator/Staff/ Student Leaders conversations with students:**
There are two primary ways by which substance use issues, concerns, and consequences are highlighted and addressed on campus: 1) advisor notification in the event of a conduct violation. In such an event, professors can utilize their relationships with students to help facilitate a discussion about what is taking place in the students' lives as well as help the students access services as needed, and 2) The Messina Living – Learning Program, through which students can become and remain engaged in conversations with faculty, administrators, and peers. By creating this greater connectivity students are supported and connected to campus and each other.
- Athletics:**
The Office of Student Support and Wellness Promotion supports the Athletic Department's random urine drug screening program; by evaluating and providing counseling to athletes who had positive urine drug screens.
- THC 101**
THC 101 is a state law-specific intervention course that addresses cannabis use. THC 101 integrates personalized feedback using the individual's responses and the eCHECKUP TO GO brief intervention tool. THC 101 covers cannabis smoking, vaping, concentrates, and edibles. Individuals are guided through a personalized plan of action for making positive behavior changes, identifying protective behaviors to reduce use and negative consequences. The course includes a 30-day booster to measure changes in the individual's attitudes and behavior. This intervention is used in combination with Drug screening with SSWP.

Student Population Level Interventions

- Consistent policy enforcement:**
Our conduct system required that all students who were in violation of campus alcohol and/or drug policies were provided education by a professional in the Office of Student Support and Wellness Promotion.
- AlcoholEdu Sanction- online education requirement:**
AlcoholEdu for Sanctions is an online program to help students, who have been found responsible for alcohol policy violations, evaluate their choices related to alcohol. The

module is designed to teach students about the effects of alcohol on the body and mind and assist students in making safer and healthier decisions around alcohol use.

- **Referral of students with conduct violations for education and/or evaluation and treatment:**

Students who were found responsible for AOD related violations of community standards worked with either the Office of Student Support and Wellness Promotion or the Office of Student Life for AOD harm reduction education and possible off-campus referral.

Alcohol-free social activities:

The University offered many opportunities for students to become involved in pro-social, substance-free activities, which have included the following events:

Midnight Breakfast/Late Night Snack	Ice Skating with OPTIONS
Men’s & Women’s Soccer Games	LatinFest
Men’s & Women’s Lacrosse Game	WLOY Live Music Events
Men’s & Women’s Basketball Games	Loyola's Got Talent
Women’s Volleyball Games	BSA Fashion Show
Movie Nights	Relay for Life
Bingo Events	Battle of the Bands
Shuttles to local events including: Hampdenfest, Miracle on 34th Street, Inner Harbor, & Little Italy	Songwriter Skirmish
CAB Fall Fest	ACA Asia Fest
DIY events including Holiday gifts, succulents, slime, playdoh, face masks, tie dye, tote bags	Hershey Park Trip with OPTIONS
CAB State Fair	Wazobia
Laser Tag	FAC Attack
Open Mic Night s	Casino Night
WLOY Slam Poetry Night	Greychella
Video Game Tournament	ALANA Welcome Back Block Party

Snow Tubing with OPTIONS	Hypnotist/Magician
Umoja	Trivia Nights
Theater Performances	Orioles Games
Senior Class Theme Events	Partnership with Senator Theatre (free or reduced-price tickets)
Virtual Events (Spring/Fall 2020) including: game shows, caricature, escape rooms	International Festival
Cosmic Bowling	Roller Rink
Paint Nights	Board Game Nights
FY/soph formal	Yoga Nights
Halloween Dodgeball	Gospel Choir
Halloween Improve Night	Chordbusters/Greysounds Shows
Ladies Night at the FAC	Dance Company Shows

- **Outreach and prevention presentations and programs:**

The Office of Student Support and Wellness Promotion conducted numerous presentations during the biennial period to help reduce substance use, as well as educated students about the possible negative consequences of alcohol and other drug use. During summer orientation, all incoming students and their families attended presentations on the college drinking culture utilizing social norms messages to correct misconceptions and reduce substance use.

- **Academic rigor:**

In the Jesuit tradition Loyola University Maryland's curriculum is based on a Core of classes which encourage critical thinking and help to enhance learning. The structure of the Core curriculum in addition to the requirements for individual majors, creates an academically rigorous community of learners.

- **Friday and morning classes:**

Friday morning classes were also offered to help serve as a deterrent to drinking on Thursdays.

- **Living-learning communities:**

Beginning with the 2015-16 academic year, all first-year students were enrolled in the Messina Living-Learning program, an endeavor which helps to connect students to

faculty and administrators who work in tandem throughout the year. Upper class orientation leaders make up the final part of the Messina trio, as these leaders work with the students to enhance their overall academic and social experience at Loyola. The Messina program helped to connect students to multiple on-campus resources so that students were provided with the adequate resources and direction to intervene if there was a substance use concern.

- **Substance Free Housing:**

Loyola University Maryland offered students two substance free housing options. The first option for students is to apply to live in the substance free housing block on campus, which was a designated section of campus housing for those students who wish to be substance-free. The second option for students was to select to have a substance free roommate. This option allowed students to live in any area of campus while still able to live with other like-minded individuals who were also substance free. Both options required that the students agree to not have any alcohol or drugs in the rooms, nor to allow others to return to their room under the influence of any substance.

University and Surrounding Community Level Interventions

- **University representation in neighborhood associations:**

As a member of the Baltimore City community, Loyola University Maryland was dedicated to helping the city by attending local neighborhood association meetings. In addition to attending these meetings, the University also sent representatives to local neighborhood association meetings in areas in which our students who lived off-campus resided, to address any concerns relating to substance use, such as large-scale parties.

- **Participation in the Maryland Collaborative to Reduce Underage Drinking and Associated Harm:**

For academic year 2020-2021, Loyola University Maryland had taken an active role in the Maryland Collaborative to Reduce College Drinking and Related Problems. SSWP has worked closely with the Maryland Collaborative to educate our students regarding comparative and institutional-specific data that is collected from the Maryland College Survey, combat over-service in local establishments, advocate for effective ID scanners in Baltimore City bars/restaurants.

- **Re-entry to the University:**

The Medical Review Committee within the Office of the Vice President for the Division of Student Development evaluates students' medical documentation prior to their return from a medical leave of absence. Upon the student's return into the University, the Case Manager within the Office of Support and Wellness Promotion worked with the student to review recommendations and created an after-care plan, which established a supportive network for students upon their return to the University. The establishment

of the plan for ongoing support typically began while the student was receiving treatment away from the University. Students who required alcohol and other drug-related support were able to meet with the Case Manager in the SSWP office to establish a therapeutic relationship and supportive structures to help in a student's transition back to the University. These supportive structures included the following: off-campus individual counseling, off-campus group counseling, and referrals to peer-support groups and meetings.

Loyola University Maryland Community Standards Alcohol and Other Drug-Related Policies

Loyola University Maryland Alcohol and Other Drug Policy:

2020-2021 Community Standards (For Students)

1. Alcohol Policy

Loyola University Maryland fully supports and requires compliance with Maryland's alcoholic beverage laws. These laws include prohibitions on the possession or consumption of alcohol by persons under age 21; furnishing alcohol to or obtaining alcohol for a person under age 21; and misrepresenting one's age in order to obtain alcohol. Only those students who are 21 years of age and older are permitted to have alcohol in their residence unit. Guests who are 21 years of age and older may not bring alcohol to a unit where at least one person is under the age of 21. Students 21 years of age or older may possess and consume alcohol in the privacy of their unit in single-serving containers only. All students and guests are expected not to abuse alcohol, but rather to drink responsibly or abstain. This section includes policies applicable to students 21 years of age or older.

Note: Parents or guardians and core advisors will be notified in writing if their first-year student under age 21 is found responsible for an alcohol violation involving use or possession.

- a. Having open containers of alcoholic beverages or consumption of alcohol in any public area on Loyola owned or leased property, regardless of age (e.g., lounges, corridors, outdoors, etc.) **Standard sanction: \$75 fine and a written reprimand, in addition to sanctions for underage possession if applicable.**
- b. Unauthorized possession or consumption of alcoholic beverages. "Possession" means having an alcoholic beverage under one's charge or control. Students under age 21 may not possess or consume alcoholic beverages at any time. Students aged 21 or older generally may not possess or consume alcoholic beverages in the presence of persons under age 21; however, they may consume or possess alcoholic beverages in the presence of their roommates in their own residence unit.

Minimum Standard Sanctions for Alcohol Violations

- 1st Offense: \$75 fine, written reprimand, and substance screening/education.
 - 2nd Offense: \$125 fine, disciplinary probation, and substance screening/education.
 - 3rd Offense: \$200 fine, deferred suspension from the University, and a substance screening or referral as specified in sanction letter.
 - 4th Offense: University suspension and required completion of outpatient/inpatient treatment prior to the ability to reenroll at the University.
- c. Selling, furnishing, or giving any beverage containing alcohol to any person under 21 years of age. **Standard sanction: deferred suspension from the residence halls, \$200 fine, and a referral for substance screening/education.**
- d. Prohibited items or activities that encourage excessive drinking. This includes but is not limited to using or possessing excessive amounts or prohibited sources of alcohol (e.g., kegs, beerballs); using or possessing items or devices that encourage excessive drinking (e.g., bars, beer bong, funnels); or organizing or participating in activities that encourage excessive drinking (e.g., beer pong, drinking games, or contests). **Standard sanction: deferred suspension from the residence halls, \$200 fine, and referral for substance screening/education.**
- e. Charging a fee when hosting parties. **Standard sanction: deferred suspension from the residence halls, \$200 fine, and a referral for substance screening/education.**
- f. Being intoxicated or exhibiting behaviors associated with intoxication or impairment. **Standard sanction: deferred suspension from the residence halls, \$150 fine, and referral for a substance screening.**

In cases that involve the operation of a motor vehicle, the University reserves the right to consider more serious sanctions including suspension or expulsion.

g. Providing false identification:

g1. Possessing, conspiring to obtain, or using false identification. **Standard sanction: deferred suspension from the residence halls and a \$250 fine per false ID. False IDs confiscated by the University may be forwarded to the appropriate State authorities.**

g2. Manufacturing, selling, or distributing false identification.

Standard sanction: expulsion.

h. Possession of empty alcohol containers. Students who are under 21 years of age may not possess empty alcohol containers. Students who are 21 years of age or older are expected to dispose of empty alcohol containers. Students are prohibited from displaying empty alcohol containers. Empty alcohol containers should not be used as decoration.

3. Drug Policy

Loyola University Maryland fully supports and requires compliance with federal and state laws regarding illegal drugs and paraphernalia. For purposes of this policy, "drug" also includes any other

substance that is used to change mood or alter reality and is not used in accordance with a medical prescription, and “look alike” substances.

a. Drug use or possession (e.g., marijuana, heroin, LSD, cocaine, mushrooms, ecstasy, ketamine, unauthorized use or abuse of prescription drugs, etc.)

Standard sanction: suspension from the University, \$500 fine, and referral to substance use counseling to be completed prior to return.

In less severe cases, the University will ordinarily exercise its discretion to apply a less severe sanction including deferred suspension from the university, \$500 fine, and referral to substance use counseling. In more severe cases, the University will ordinarily exercise its discretion to apply a more severe sanction including expulsion.

Severity will be determined based on all surrounding circumstances including type of drug, quantity of drug, student conduct history, and impact on community.

b. Drug paraphernalia possession. **Standard sanction: suspension from the University, \$500 fine, and referral to substance use counseling to be completed prior to return.**

In less severe cases, the University will ordinarily exercise its discretion to apply a less severe sanction including deferred suspension from the university, \$500 fine, and referral to substance use counseling. In more severe cases, the University will ordinarily exercise its discretion to apply a more severe sanction including expulsion.

Severity will be determined based on all surrounding circumstances including type of drug, quantity of drug, student conduct history, and impact on community.

c. Sale, potential for sale, facilitation in the sale, distribution, or providing of drugs to others. **Standard sanction: expulsion.**

Controlled substances, illegal drugs, and drug paraphernalia are subject to confiscation. The University reserves the right to refer potential criminal violations to local law enforcement authorities.

d. Manufacturing, making, or possessing ingredients in sufficient quantities to manufacture drugs. **Standard sanction: immediate removal from campus and expulsion from the University.**

Note: Parents or guardians will be notified in writing if their student is found to be in violation of the University’s drug policy. Core advisors may be notified if their first-year students are found to be in violation of the University’s drug policy.

E. Sanctions and Outcomes for Violations of the Student Code of Conduct

Hearing officers or University Board members who find that a violation of the Code has occurred are authorized to issue student conduct sanctions, including but not limited to those cited below. Sanctions may be issued individually, or a combination of sanctions may be imposed. Multiple violations of the Code will result in more serious sanctions. The determination of sanctions will be guided by the interests of the University community, the impact of the violations on the victim(s), previous documented student conduct history, and any mitigating or aggravating circumstances.

More severe sanctions may be imposed for incidents in which the violation was motivated by consideration of race, sex, color, national or ethnic origin, age, religion, disability, marital status, sexual orientation, genetic information, military status, gender or gender identity, any other legally protected classification, or other targeted aspects of one's identity. Increased sanctions may also be applied in cases where there was use of a weapon, where there was pre-meditation, where severe injuries were sustained as a result of the violation, or where the safety of the University community was placed in harm.

Noncompliance with or failure to meet the terms of a sanction imposed at any conduct hearing may result in students being sanctioned to the next step in probationary status, fined, and/or referred for a violation of the code of conduct. Room selection and/or class registration may also be delayed pending completion of sanctions.

NOTE: A record of conduct sanctions may impact a student's ability to be a resident assistant, student government officer, Evergreen, peer conduct board member, etc. Such records must be reported on most law school applications, medical school applications, some graduate school forms, some University transfer forms, and, in some instances, job applications.

Study Abroad

The conduct status of a student is a key factor in determining eligibility for studying abroad. A student who will have a deferred suspension status for the term they wish to study abroad may not be eligible for the abroad experience. In addition, a student who has a history of serious conduct cannot study abroad. Students who are on deferred suspension at the time of application may not be allowed to study abroad. These cases will be reviewed on an individual basis by the Office of International Programs.

All students who study abroad are expected to be ambassadors for the University and present a positive image of Loyola University Maryland. **Incidents involving student behaviors that occur abroad which violate the Community Standards and/or laws in the host country may be subject to Loyola University Maryland student conduct action.** The Office of International Programs reserves the right to bring students home before an administrative hearing occurs. Loyola reserves the right to pursue student conduct action regardless of what action may or may not be taken in the host country/by the host program.

Federal Student Financial Aid Penalties for Drug Law Violations

Under the Federal Higher Education Opportunity Act (HEOA), students who are convicted for any offense related to any federal or state law involving the possession or sale of illegal drugs will lose eligibility for any type of Title IV, HEA grant, loan, or work-study assistance.

When filing the Free Application for Federal Student Aid (FAFSA), students are required to report if they have ever been convicted of any drug-related offense involving the possession or sale of illegal drugs. Failure to answer this question will automatically disqualify the student from eligibility for Federal Student Aid programs. (Knowingly providing false or misleading information on the FAFSA is considered a crime and can carry a fine of up to \$10,000 or imprisonment.) If a student is convicted while receiving assistance through any Federal Student Aid program, the student must notify the Office of Financial Aid

immediately, will be ineligible for further aid, and will be required to repay all aid received after the conviction.

The Office of Financial Aid, in consultation with the Office of Student Conduct, reserves the right to review the assignment of university scholarships to students who are found responsible for violations of the drug policy at Loyola University Maryland.

The following non-exclusive list describes sanctions that may be assigned as a result of the finding of responsibility for violations of the Student Code of Conduct:

1. Written Reprimand

A letter to the student citing the nature of the violation and informing the student that subsequent violation(s) of the Code of Conduct may result in more severe student conduct action.

2. Fine

A monetary assessment payable by a specified date. From the date the bill is posted to the student account, students have 10 days to pay the fine. After 10 days, a late fee will be assessed, and a bill will be sent for the fine. Failure to pay a fine by the specified date will result in withholding of university records or transcripts and further student conduct action. Fines, in part, are applied to programs and services that address the overall alcohol culture on campus and to promote healthy, low risk alternatives to binge drinking.

3. Restitution

Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of monetary charges or appropriate service or repair to otherwise compensate for damages. If a student injures another person, reimbursement for hospital or medical bills may be required as restitution to the injured party.

4. Educational Projects

Projects assigned for the educational benefit of the student, the organization, and/or the University community. Examples include enrollment in certain classes, participation in workshops or seminars, conducting research, writing papers, planning programs, apology letters etc. The University Board or hearing officer will designate a person to supervise such projects.

5. Substance Screening, Education, and/or Treatment

This is a referral to the Office of Student Support and Wellness Promotion or off-campus counselor or treatment center for alcohol and other drug screening, education, prevention, and/or treatment of substance use/abuse problems.

6. Civility Hours

Service to the University community or surrounding community of a specified number of hours and date of completion. Failure to complete all or part of a civility hours assignment may result in a fine being imposed as well as further student conduct action. It is the student's responsibility to complete

these hours as specified in the sanction letter.

7. Restorative practices referral

Referral to administrator who will facilitate restorative practices, to repair harm to individuals or community, including but not limited to restorative intakes, restorative circles, and other restorative outcomes.

8. Restricted Access or Privileges

Restriction or termination of a student's access to any or all parts of the campus, including but not limited to residence halls, computer labs, dining or other campus facilities, the FAC, the Ridley Athletic Complex, or loss of parking privileges for a specified period. Students residing off-campus may be restricted from visiting the campus residence halls. On-campus residents may relinquish guest privileges.

9. Senior Week

Attendance at Senior Week events as well as residence on campus during Senior Week is a privilege and not a right. Consequently, the Dean of Students (or their designee) reserves the right to ban specified individuals from Senior Week Events (including Commencement exercises) and/or terminate residence hall or University status.

10. Loss of Room Selection Privileges

Loss of eligibility to participate in the annual student life room selection process.

11. Relocation to Another Residence

a. **Residence Hall Relocation:** the resident student is required to move to a new residence hall space within one day of written notice, for a specified period. This sanction may include restrictions of the student's entry into some residence areas. Parents or guardians of dependent students may be notified.

b. **Off-Campus Relocations:** the off-campus student is required to move to a new off-campus residence or to an on-campus residence, if available and appropriate, within one day of written notice, for a specified period. If a student is required to move to another off-campus residence, the new residence must comply with the covenant between Loyola and the North Baltimore Neighborhood Coalition. Parents or guardians of dependent students may be notified.

12. Restricted Contact

Student is prohibited from having any contact "direct, indirect, or third party on their behalf" with a particular person(s). Restricted contact includes voicemail, email, written, verbal, or non-verbal communication (e.g., gestures and staring). Violations may result in suspension from the University.

13. Social Restrictions

Participation in University-sponsored activities is prohibited for a specified period. Restrictions may be applied to only certain activities or to all extracurricular activities. This may include the loss of

leadership position(s) and ability to participate in clubs, organizations, club sports, and varsity athletics for a specified period.

14. Residence Hall Probation

A specified period of time during which a student may face severe conduct sanctions including suspension from the residence halls for any subsequent violation(s) occurring during the period of probation. Students in this status may also lose the privilege to participate in the annual room selection process.

15. Disciplinary Probation

A specified period of time during which a student may face severe conduct sanctions including suspension or expulsion from the University for any subsequent violation(s) occurring during the period of probation. Other restrictions may be applied and would be indicated in the sanction letter.

16. Deferred Suspension from the Residence Halls

A specified period of time during which a student will likely face suspension from the residence halls for subsequent violations occurring during the period of deferred suspension or for failure to comply with previously imposed student conduct sanctions. Parents or guardians of dependent students and core advisors will likely be notified.

17. Deferred Suspension from the University

A specified period of time during which a student will likely face suspension from the University for subsequent violations occurring during the period of deferred suspension or for failure to comply with previously imposed student conduct sanctions. Parents or guardians of dependent students and core advisors will likely be notified.

18. Suspension from the Residence Halls

Exclusion from living in the residence halls for a specified period of time as set forth in the sanction letter. Unless otherwise noted in the sanction letter, the student will be denied access to the residence halls, including Iggy's Market, during the period of suspension. The conditions for returning to the residence halls will be stated in the sanction letter. During the period of residence hall suspension, students may not be eligible to participate in the room selection process, nor to be "pulled in" by current residents. Parents or guardians of dependent students and core advisors will likely be notified.

19. Suspension from the University

Exclusion from classes and other privileges or activities for a stated period of time set forth in the sanction letter. The conditions for readmission will be stated in the sanction letter. Parents or guardians of dependent students and core advisors will likely be notified. Students are restricted from the campus and residence halls unless otherwise specified in the sanction letter.

During the period of suspension, any credits earned at other institutions will not be accepted at Loyola. Students may not be eligible to participate in the room selection process, nor to be "pulled in" by current residents. Students returning to Loyola after a suspension will not receive priority in class registration. They will be allowed to register after all the other members of their

class year have registered. Students who are suspended from the University will forfeit eligibility for institutionally funded need-based grant assistance and academic scholarship assistance for any additional semester(s) needed to complete an undergraduate degree.

20. Expulsion

Expulsion is a permanent termination of student status from Loyola University Maryland. This includes loss of all related privileges including email account/use, WebAdvisor, net storage, and OneCard access. This action may be imposed for the most serious violations of the Student Code of Conduct. Parents or guardians of dependent students will be notified. Students are restricted from the campus and residence halls unless otherwise specified in the sanction letter.

21. Student Development Assessment and Evaluation

This is a referral to the Office of Student Life or designee for a comprehensive developmental assessment in serious student conduct cases. Students are required to complete all required interventions by the assigned deadlines.

22. Periodic Drug Testing

Drug screening (urinalysis) performed at a certified off-campus facility, as arranged by the Office of Student Conduct within one University business days' notice. Failure or refusal to be tested as scheduled, or a positive test result, will likely result in suspension or expulsion.

23. Postponement of Activity Participation and Conferring of Honors and Degrees

The University reserves the right to delay or postpone the involvement of a student in any University-related activity, or delay or postpone the conferring of any honor or degree, as a disciplinary outcome to a student conduct proceeding.

24. Mentoring with an Administrator or Faculty Member

One on one meeting(s) assigned for the educational benefit of the student. The purpose, focus, and requirements of the meeting(s) will be facilitated by the administrator or faculty member.

25. Reflection with Campus Ministry or a Jesuit

One on one meeting(s) assigned for the educational benefit of the student. The purpose, focus, and requirements of the meeting(s) will be facilitated by a member of Campus Ministry or a Jesuit.

26. Parental/Guardian Notification

Written or verbal communication with parents or guardians in compliance with applicable laws, informing them of the student's responsibility for a violation of the Student Code of Conduct.

27. Athletics Department Notification

Written or verbal communication with the Athletics Department in compliance with applicable laws, informing them of the student athlete's responsibility for a violation of the Student Code of Conduct.

28. Core Advisor Notification

Written or verbal communication with core advisors in compliance with applicable laws, informing them of a student's responsibility for a violation of the Student Code of Conduct.

Loyola University Maryland Alcohol and Other Drug Policy:

2021-2022 Community Standards (For Students)

1. Alcohol Policy

Loyola University Maryland fully supports and requires compliance with Maryland's alcoholic beverage laws. These laws include prohibitions on the possession or consumption of alcohol by persons under age 21; furnishing alcohol to or obtaining alcohol for a person under age 21; and misrepresenting one's age in order to obtain alcohol. Only those students who are 21 years of age and older are permitted to have alcohol in their residence unit. Guests who are 21 years of age and older may not bring alcohol to a unit where at least one person is under the age of 21. Students 21 years of age or older may possess and consume alcohol in the privacy of their unit in single-serving containers only. All students and guests are expected not to abuse alcohol, but rather to drink responsibly or abstain. This section includes policies applicable to students 21 years of age or older.

Note: Parents or guardians and core advisors will be notified in writing if their first-year student under age 21 is found responsible for an alcohol violation involving use or possession.

- a. Having open containers of alcoholic beverages or consumption of alcohol in any public area on Loyola owned or leased property, regardless of age (e.g., lounges, corridors, outdoors, etc.) **Standard sanction: \$75 fine and a written reprimand, in addition to sanctions for underage possession if applicable.**
- b. Unauthorized possession or consumption of alcoholic beverages. "Possession" means having an alcoholic beverage under one's charge or control. Students under age 21 may not possess or consume alcoholic beverages at any time. Students aged 21 or older generally may not possess or consume alcoholic beverages in the presence of persons under age 21; however, they may consume or possess alcoholic beverages in the presence of their roommates in their own residence unit.

Minimum Standard Sanctions for Alcohol Violations

- 1st Offense: \$75 fine, written reprimand, and substance screening/education.
 - 2nd Offense: \$125 fine, disciplinary probation, and substance screening/education.
 - 3rd Offense: \$200 fine, deferred suspension from the University, and a substance screening or referral as specified in sanction letter.
 - 4th Offense: University suspension and required completion of outpatient/inpatient treatment prior to the ability to reenroll at the University.
- c. Selling, furnishing, or giving any beverage containing alcohol to any person under 21 years of age. **Standard sanction: deferred suspension from the residence halls, \$200 fine, and a referral for substance screening/education.**

d. Prohibited items or activities that encourage excessive drinking. This includes but is not limited to using or possessing excessive amounts or prohibited sources of alcohol (e.g., kegs, beerballs); using or possessing items or devices that encourage excessive drinking (e.g., bars, beer bong, funnels); or organizing or participating in activities that encourage excessive drinking (e.g., beer pong, drinking games, or contests). **Standard sanction: deferred suspension from the residence halls, \$200 fine, and referral for substance screening/education.**

e. Charging a fee when hosting parties. **Standard sanction: deferred suspension from the residence halls, \$200 fine, and a referral for substance screening/education.**

f. Being intoxicated or exhibiting behaviors associated with intoxication or impairment. **Standard sanction: deferred suspension from the residence halls, \$150 fine, and referral for a substance screening.**

In cases that involve the operation of a motor vehicle, the University reserves the right to consider more serious sanctions including suspension or expulsion.

g. Providing false identification:

g1. Possessing, conspiring to obtain, or using false identification. **Standard sanction: deferred suspension from the residence halls and a \$250 fine per false ID. False IDs confiscated by the University may be forwarded to the appropriate State authorities.**

g2. Manufacturing, selling, or distributing false identification.

Standard sanction: expulsion.

h. Possession of empty alcohol containers. Students who are under 21 years of age may not possess empty alcohol containers. Students who are 21 years of age or older are expected to dispose of empty alcohol containers. Students are prohibited from displaying empty alcohol containers. Empty alcohol containers should not be used as decoration.

3. Drug Policy

Loyola University Maryland fully supports and requires compliance with federal and state laws regarding illegal drugs and paraphernalia. For purposes of this policy, “drug” also includes any other substance that is used to change mood or alter reality and is not used in accordance with a medical prescription, and “look alike” substances.

a. Drug use or possession (e.g., marijuana, heroin, LSD, cocaine, mushrooms, ecstasy, ketamine, unauthorized use or abuse of prescription drugs, etc.)

Standard sanction: suspension from the University, \$500 fine, and referral to substance use intervention to be completed prior to return.

In less severe cases, the University will ordinarily exercise its discretion to apply a less severe sanction including deferred suspension from the university, \$500 fine, and referral to substance use intervention. In more severe cases, the University will ordinarily exercise its discretion to apply a more severe sanction including expulsion.

Severity will be determined based on all surrounding circumstances including type of drug, quantity of drug, student conduct history, and impact on community.

b. Drug paraphernalia possession. **Standard sanction: suspension from the University, \$500 fine, and referral to substance use intervention to be completed prior to return.**

In less severe cases, the University will ordinarily exercise its discretion to apply a less severe sanction including deferred suspension from the university, \$500 fine, and referral to substance use intervention. In more severe cases, the University will ordinarily exercise its discretion to apply a more severe sanction including expulsion.

Severity will be determined based on all surrounding circumstances including type of drug, quantity of drug, student conduct history, and impact on community.

c. Sale, potential for sale, facilitation in the sale, distribution, or providing of drugs to others. **Standard sanction: expulsion.**

Controlled substances, illegal drugs, and drug paraphernalia are subject to confiscation. The University reserves the right to refer potential criminal violations to local law enforcement authorities.

d. Manufacturing, making, or possessing ingredients in sufficient quantities to manufacture drugs. **Standard sanction: immediate removal from campus and expulsion from the University.**

Note: Parents or guardians will be notified in writing if their student is found to be in violation of the University's drug policy. Core advisors may be notified if their first-year students are found to be violation of the University's drug policy.

E. Sanctions and Outcomes for Violations of the Student Code of Conduct

Hearing officers or University Board members who find that a violation of the Code has occurred are authorized to issue student conduct sanctions, including but not limited to those cited below. Sanctions may be issued individually, or a combination of sanctions may be imposed. Multiple violations of the Code will result in more serious sanctions. The determination of sanctions will be guided by the interests of the University community, the impact of the violations on the victim(s), previous documented student conduct history, and any mitigating or aggravating circumstances.

More severe sanctions may be imposed for incidents in which the violation was motivated by consideration of race, sex, color, national or ethnic origin, age, religion, disability, marital status, sexual orientation, genetic information, military status, gender or gender identity, any other legally protected classification, or other targeted aspects of one's identity. Increased sanctions may also be applied in cases where there was use of a weapon, where there was pre-meditation, where severe injuries were sustained as a result of the violation, or where the safety of the University community was placed in harm.

Noncompliance with or failure to meet the terms of a sanction imposed at any conduct hearing may result in students being sanctioned to the next step in probationary status, fined, and/or referred for a violation the code of conduct. Room selection and/or class registration may also be delayed pending completion of sanctions.

NOTE: A record of conduct sanctions may impact a student's ability to be a resident assistant, student government officer, Evergreen, peer conduct board member, etc. Such records must be reported on most law school applications, medical school applications, some graduate school forms, some University transfer forms, and, in some instances, job applications.

Study Abroad

The conduct status of a student is a key factor in determining eligibility for studying abroad. A student who will have a deferred suspension status for the term they wish to study abroad may not be eligible for the abroad experience. In addition, a student who has a history of serious conduct behaviors cannot study abroad. Students who are on deferred suspension at the time of application may not be allowed to study abroad. These cases will be reviewed on an individual basis by the Office of International Programs.

All students who study abroad are expected to be ambassadors for the University and present a positive image of Loyola University Maryland. **Incidents involving student behaviors that occur abroad which violate the Community Standards and/or laws in the host country may be subject to Loyola University Maryland student conduct action.** The Office of International Programs reserves the right to bring students home before an administrative hearing occurs. Loyola reserves the right to pursue student conduct action regardless of what action may or may not be taken in the host country/by the host program.

Federal Student Financial Aid Penalties for Drug Law Violations

Under the Federal Higher Education Opportunity Act (HEOA), students who are convicted for any offense related to any federal or state law involving the possession or sale of illegal drugs will lose eligibility for any type of Title IV, HEA grant, loan, or work-study assistance.

When filing the Free Application for Federal Student Aid (FAFSA), students are required to report if they have ever been convicted of any drug-related offense involving the possession or sale of illegal drugs. Failure to answer this question will automatically disqualify the student from eligibility for Federal Student Aid programs. (Knowingly providing false or misleading information on the FAFSA is considered a crime and can carry a fine of up to \$10,000 or imprisonment.) If a student is convicted while receiving assistance through any Federal Student Aid program, the student must notify the Office of Financial Aid immediately, will be ineligible for further aid, and will be required to repay all aid received after the conviction.

The Office of Financial Aid, in consultation with the Office of Student Conduct, reserves the right to review the assignment of University scholarships to students who are found responsible for violations of the drug policy at Loyola University Maryland.

The following non-exclusive list describes sanctions that may be assigned as a result of the finding of responsibility for violations of the Student Code of Conduct:

1. Written Reprimand

A letter to the student citing the nature of the violation and informing the student that subsequent violation(s) of the Code of Conduct may result in more severe student conduct action.

2. Fine

A monetary assessment payable by a specified date. From the date the bill is posted to the student account, students have 10 days to pay the fine. After 10 days, a late fee will be assessed, and a bill will be sent for the fine. Failure to pay a fine by the specified date will result in withholding of University records or transcripts and further student conduct action. Fines, in part, are applied to programs and services that address the overall alcohol culture on campus and to promote healthy, low risk alternatives to binge drinking.

3. Restitution

Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of monetary charges or appropriate service or repair to otherwise compensate for damages. If a student injures another person, the reimbursement for hospital or medical bills may be required as restitution to the injured party.

4. Educational Projects

Projects assigned for the educational benefit of the student, the organization, and/or the University community. Examples include enrollment in certain classes, participation in workshops or seminars, conducting research, writing papers, planning programs, apology letters, etc. The University Board or hearing officer will designate a person to supervise such projects.

5. Substance Screening, Education, and/or Treatment

This is a referral to the Office of Student Support and Wellness Promotion, campus administrator with appropriate training, or off-campus counselor or treatment center for alcohol and other drug screening, education, prevention, and/or treatment of substance use/abuse problems.

6. Civility Hours

Service to the University community or surrounding community of a specified number of hours and date of completion. Failure to complete all or part of a civility hours assignment may result in a fine being imposed as well as further student conduct action. It is the student's responsibility to complete these hours as specified in the sanction letter.

7. Restorative practices referral

Referral to administrator who will facilitate restorative practices to repair harm to individuals or community including but not limited to restorative intakes, restorative circles, and other restorative outcomes.

8. Restricted Access or Privileges

Restriction or termination of a student's access to any or all parts of the campus, including but not limited to residence halls, computer labs, dining or other campus facilities, the FAC, the Ridley Athletic Complex, or loss of parking privileges for a specified period of time. Students residing off-campus may be restricted from visitation to the campus residence halls. On-campus residents may relinquish guest privileges.

9. Senior Week

Attendance at Senior Week events as well as residence on campus during Senior Week is a privilege and not a right. Consequently, the Dean of Students (or their designee) reserves the right to ban specified individuals from Senior Week Events (including Commencement exercises) and/or terminate residence hall or University status.

10. Loss of Room Selection Privileges

Loss of eligibility to participate in the annual student life room selection process.

11. Relocation to Another Residence

a. **Residence Hall Relocation:** the resident student is required to move to a new residence hall space within one day of written notice, for a specified period of time. This sanction may include restrictions of the student's entry into some residence areas. Parents or guardians of dependent students may be notified.

b. **Off-Campus Relocations:** the off-campus student is required to move to a new off-campus residence or to an on-campus residence, if available and appropriate, within one day of written notice, for a specified period of time. If a student is required to move to another off-campus residence, the new residence must comply with the covenant between Loyola and the North Baltimore Neighborhood Coalition. Parents or guardians of dependent students may be notified.

12. Restricted Contact

Student is prohibited from having any contact "direct, indirect, or third party on their behalf" with a particular person(s). Restricted contact includes voicemail, email, written, verbal, or non-verbal communication (e.g., gestures and staring). Violations may result in suspension from the University.

13. Social Restrictions or Notification

Participation in University-sponsored activities is prohibited for a specified period of time. Restrictions may be applied to only certain activities or to all extracurricular activities. This may include the loss of leadership position(s) and ability to participate in clubs, organizations, club sports, and varsity athletics for a specified period of time. Alternatively, the hearing officer may elect to notify specific university organizations, groups or administrative offices who oversee specific university organizations or groups about violations of the code of conduct and corresponding sanctions.

14. Residence Hall Probation

A specified period of time during which a student may face severe conduct sanctions including suspension from the residence halls for any subsequent violation(s) occurring during the period of probation. Students in this status may also lose the privilege to participate in the annual room selection process.

15. Disciplinary Probation

A specified period of time during which a student may face severe conduct sanctions including suspension or expulsion from the University for any subsequent violation(s) occurring during the period of probation. Other restrictions may be applied and would be indicated in the sanction letter.

16. Deferred Suspension from the Residence Halls

A specified period of time during which a student will likely face suspension from the residence halls for subsequent violations occurring during the period of deferred suspension or for failure to comply with previously imposed student conduct sanctions. Parents or guardians of dependent students and core advisors will likely be notified.

17. Deferred Suspension from the University

A specified period of time during which a student will likely face suspension from the University for subsequent violations occurring during the period of deferred suspension or for failure to comply with previously imposed student conduct sanctions. Parents or guardians of dependent students and core advisors will likely be notified.

18. Suspension from the Residence Halls

Exclusion from living in the residence halls for a specified period of time as set forth in the sanction letter. Unless otherwise noted in the sanction letter, the student will be denied access to the residence halls, including Iggy's Market, during the period of suspension. The conditions for returning to the residence halls will be stated in the sanction letter. During the period of residence hall suspension, students may not be eligible to participate in the room selection process, nor to be "pulled in" by current residents. Parents or guardians of dependent students and core advisors will likely be notified.

19. Suspension from the University

Exclusion from classes and other privileges or activities for a stated period of time set forth in the sanction letter. The conditions for readmission will be stated in the sanction letter. Parents or guardians of dependent students and core advisors will likely be notified. Students are restricted from the campus and residence halls unless otherwise specified in the sanction letter.

During the period of suspension, any credits earned at other institutions will not be accepted at Loyola. Students may not be eligible to participate in the room selection process, nor to be "pulled in" by current residents. Students returning to Loyola after a suspension will not receive priority in class registration. They will be allowed to register after all the other members of their class year have registered. Students who are suspended from the University will forfeit eligibility for institutionally funded need-based grant assistance and academic scholarship assistance for any additional semester(s) needed to complete an undergraduate degree.

20. Expulsion

Expulsion is a permanent termination of student status from Loyola University Maryland. This includes loss of all related privileges including email account/use, inside.loyola access, net storage, and OneCard access. This action may be imposed for the most serious violations of the Student Code of Conduct. Parents or guardians of dependent students will be notified. Students are restricted from the campus and residence halls unless otherwise specified in the sanction letter.

21. Student Development Assessment and Evaluation

This is a referral to the Office of Student Life or designee for a comprehensive developmental assessment in serious student conduct cases. Students are required to complete all required interventions by the assigned deadlines.

22. Periodic Drug Testing

Drug screening (urinalysis) performed at a certified off-campus facility, as arranged by the Office of Student Conduct within one University business days' notice. Failure or refusal to be tested as scheduled, or a positive test result, will likely result in suspension or expulsion.

23. Postponement of Activity Participation and Conferring of Honors and Degrees

The University reserves the right to delay or postpone the involvement of a student in any University-related activity, or delay or postpone the conferring of any honor or degree, as a disciplinary outcome to a student conduct proceeding.

24. Mentoring with an Administrator or Faculty Member

One on one meeting(s) assigned for the educational benefit of the student. The purpose, focus, and requirements of the meeting(s) will be facilitated by the administrator or faculty member.

25. Reflection with Campus Ministry or a Jesuit

One on one meeting(s) assigned for the educational benefit of the student. The purpose, focus, and requirements of the meeting(s) will be facilitated by a member of Campus Ministry or a Jesuit.

26. Parental/Guardian Notification

Written or verbal communication with parents or guardians in compliance with applicable laws, informing them of the student's responsibility for a violation of the Student Code of Conduct.

27. Athletics Department Notification

Written or verbal communication with the Athletics Department in compliance with applicable laws, informing them of the student athlete's responsibility for a violation of the Student Code of Conduct.

28. Core Advisor Notification

Written or verbal communication with core advisors in compliance with applicable laws, informing them of a student's responsibility for a violation of the Student Code of Conduct.

29. Designation as a Nuisance Residence

A period of time where any off-campus apartment, house, or other dwelling where there have been repeated complaints or complaints of a serious nature about disruptive behavior is designated as a Nuisance Residence. The student may face mandatory relocation and the dwelling may be deemed a restricted residence for subsequent violations occurring during the period of designation as a nuisance residence.

Prescription Drug Abuse Prevention

All incoming, full-time students complete an electronic (online) course through EVERFI as prevention awareness training. This resource aims to alert and educate students about substances (which includes heroin and opioids) addiction and prevention.

Public Safety officers are trained to recognize the symptoms of an opioid overdose, administer naloxone or other overdose-reversing medications, and implement proper follow-up emergency procedures. In addition to Public Safety officers, other designated employees at Loyola University Maryland, including staff at the Student Health and Education Services Office and the University's Retreat Center receive similar training. The Department of Public Safety is responsible for documenting each incident during which naloxone was administered at the University, and a report will be submitted to the Maryland Higher Education Commission prior to October 1st of each year starting in 2018.

For questions regarding this protocol, please contact Julie Sanz, MSN, ANP-BC, Director of Student Health and Education Services, by email at jfsanz@loyola.edu

Services and Programs for Employees

Employee Assistance Program

All regular full-time employees, core employees, and their immediate family members are eligible for EAP services beginning the first of the month coinciding with or following their date of hire. The EAP provides short-term assistance in a confidential and professional manner to help with a variety of personal and career-related issues. The plan offers assistance with workplace conflicts, marital or family problems, emotional distress (depression, stress), alcohol abuse, drug abuse, legal issues, locating child and elder care, financial counseling and other personal difficulties. There is no cost to eligible employees for the services provided by the EAP. Up to five free counseling sessions are provided per issue. If outside referral services are recommended, fees charged by those professionals will be the responsibility of the employee in coordination with the employee's health insurance. To speak with an EAP professional or for 74

more information, call 1-800-765-0770. EAP services are available 24 hours a day, 7 days a week.

Reporting:

All members of the University Community are encouraged to report any behavior in violation of the law or University policy promptly.

If you have information about behavior in violation of the law or University policy, the preferred method of reporting these concerns is to speak with your supervisor or an appropriate person in the department that has oversight authority for the policy or activity to which your concern relates. If you are uncomfortable talking directly with your supervisor or another manager, you may contact the University's Ethics Point. The Ethics Point provides a confidential, anonymous mechanism for reporting concerns about any aspect of University compliance that you are uncomfortable raising through regular channels. You may file an anonymous report online or by calling **888-263-**

8680. https://secure.ethicspoint.com/domain/en/report_company.asp?clientid=18799#.

University Reporting Methods:

Anonymous Reporting Form, found at:

<https://www.loyola.edu/departments/publicsafety/anonymous-information-form>

EthicsPoint, found at: <https://secure.ethicspoint.com/domain/media/en/gui/18799/index.html>

Policies for Employees:

The following information can be found in the *Staff and Administrator Policy Manual* at:

<http://www.loyola.edu/departments/hr/about/policy>

8.12 Drug-free Workplace

All persons employed by the University are responsible for performing their duties effectively and safely for the community's health and safety. Therefore, it is imperative that Loyola as a community operate in an environment free from illegal drugs and other controlled substances, specifically:

- The manufacture, sale, possession, distribution, or use by employees in the workplace of a controlled substance or drug not medically authorized is strictly prohibited.
- An employee may not be under the influence of a controlled substance, alcohol, over-the-counter medication or prescription drug which affects job performance or poses a hazard to the safety and welfare of the employee or other employees.
- Employees are required to report his/her criminal drug statute conviction for a violation occurring in the workplace to his/her immediate supervisor/department chair within five days after such conviction. As applicable, the University will, in turn, also notify the appropriate federal granting/contracting agency of such conviction within 10 days after receiving notice from the employee.
- Information on the dangers of drug abuse and the availability of counseling and rehabilitation assistance is provided through the Health Services Center, the Counseling Center, alcohol and drug education and support services or the human resources office and is distributed annually to each employee.
- Certain staff positions require pre-employment physicals involving a drug/alcohol screen. Additional required screens include but are not limited to: reasonable suspicion, reliable information, post-accident, random, return-to-duty, and follow-up.

Compliance with this policy is a condition of employment. Any violation of this policy will result in disciplinary action, including, but not necessarily limited to required participation in a rehabilitation program, suspension from duties or dismissal from employment.

8.12.1 Alcohol

All members of the University community are to act in a manner consistent with the alcohol policy of the University. This policy is to be observed in the planning and hosting of functions, both public and departmental, on the campus or at University sponsored activities. Alcohol-free events are to be encouraged.

- Persons under the age of 21 and visibly intoxicated persons may not be served alcoholic beverages. All alcoholic beverages should be served by a bartender(s); the bartender(s) should be over the age of 21 and should be instructed to ask for proof of age.
- Food and non-alcoholic beverages should be provided and made easily available to all guests.
- The quantity of alcohol offered and the length of time during which alcohol is offered should be monitored by the host or hostess.
- Persons who are visibly intoxicated may not be served.

- Announcements and advertising of such events should not feature nor promote alcoholic beverages as the focus of the event.
- The unlawful possession, use, or distribution of alcoholic beverages is strictly prohibited on University property or as part of its activities.

8.13 Smoke Free Campus Policy

Purpose

Inspired by the Jesuit tradition of *cura personalis*, Loyola University Maryland is committed to promoting a healthy and safe environment for students, faculty, staff, administrators and visitors. The purpose of this policy is to provide direction for a Smoke Free Campus, reducing the health risks related to smoking and secondhand smoke for the campus community. The intentions of a Smoke Free Campus include preventing students and employee smokers from developing a lifelong smoking habit, decreasing community exposure to secondhand smoke, and to assist those who wish to stop smoking through cessation programs. Smoke free policies are becoming a standard to foster a healthy environment in colleges and universities alike.

Smoke Use

Due to the acknowledged health hazards arising from smoking products, including exposure to secondhand smoke, it shall be the policy of Loyola University Maryland to provide a smoke-free environment for all students, faculty, staff, administrators, and visitors beginning July 1, 2019. This policy covers smoking mediums of any kind, as defined above, and applies to all students, faculty, staff, 164 administrators, vendors, contractors, and visitors of Loyola University Maryland.

There will be no smoking in or on any Loyola University Maryland facility or property, owned or leased, at any time. The success of this policy depends on the consideration, and cooperation of smokers and nonsmokers. It is the responsibility of all members of the University community to comply with this policy.

Members of the Loyola University Maryland community who smoke in University facilities or on University property will be considered in violation of this policy and may be subject to disciplinary action through the applicable process. Students violating the policy are subject to disciplinary action through the appropriate student conduct process. In accordance with the applicable law and Loyola University Maryland policy, any individual can voice objections to smoke that gathers in any smoke-free area without fear of retaliation.

Faculty

Alcohol and Drug information can be found in the *Faculty Handbook* at:
<https://www.loyola.edu/department/academic-affairs/resources>

Alcohol & Other Drugs Committee Charge: The committee reviews the University's alcohol and other drug abuse prevention programs, makes recommendations for changes or additions to these programs, and provides guidance and support to the Director of Alcohol and Drug Education and Support Services

Alcohol and Drug Policies

Loyola University Maryland is committed to promoting its campus community's health and safety through a program of alcohol education and the implementation of relevant policies. The University enforces all Maryland laws regarding the possession, use, and sale of alcoholic beverages, including those prohibiting the consumption of alcoholic beverages by persons under the age of 21 on-campus and at University-sponsored activities.

<https://www.loyola.edu/departments/public-safety/reporting/asfr/section9>

Substance-related Conduct Utilization Data

Loyola University Maryland has developed a comprehensive campus prevention and intervention program which is consistently implemented. The following section provides descriptive information regarding the behavioral trends and treatment utilization of students and employees, in addition to conduct and disciplinary data.

July 1, 2020- June 30, 2021	
Charge	Total responsible findings for the charge
01.a. Alcohol Policy: Open Containers/Public Consumption	1
01.b. Alcohol Policy: Unauthorized Possession/Consumption	38
01.c. Alcohol Policy: Selling, Furnishing, Giving to any person under 21 years of age	0
01.d. Alcohol Policy: Using/Possessing Excessive Amounts or Prohibited Sources	35
01.e. Alcohol Policy: Charging a Fee	0
01.f. Alcohol Policy: Intoxication/Impairment	5
01.g1. Alcohol Policy: Possessing, conspiring to obtain, or using false identification.	5
01.g2. Alcohol Policy: Manufacturing, selling, or distributing false identification.	0
01.h. Alcohol Policy: Possession of Empty Containers	8
03.a. Drug Policy: Use/Possession	2
03.b. Drug Policy: Paraphernalia Possession	7

03.c. Drug Policy: Sale, Potential for Sale, Distribution, or Providing Drugs to others.	0
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July 1, 2020- June 30, 2021	
Sanction	Number of Students
Alcohol Screening with SSWP	4
AlcoholEdu	37
Drug Screening with SSWP	6
Substance Screening with SSWP	33
Drug Test	0
Drug Evaluation and Treatment Off-Campus	0

July 1, 2021- June 30, 2022	
Charge	Total responsible findings for the charge
01.a. Alcohol Policy: Open Containers/Public Consumption	0
01.b. Alcohol Policy: Unauthorized Possession/Consumption	93
01.c. Alcohol Policy: Selling, Furnishing, Giving to any person under 21 years of age	0
01.d. Alcohol Policy: Using/Possessing Excessive Amounts or Prohibited Sources	25
01.e. Alcohol Policy: Charging a Fee	0
01.f. Alcohol Policy: Intoxication/Impairment	16
01.1. Alcohol Policy: Possessing, conspiring to obtain, or using false identification.	18
01.g2. Alcohol Policy: Manufacturing, selling, or distributing false identification.	1
01.h. Alcohol Policy: Possession of Empty Containers	31
03.a. Drug Policy: Use/Possession	20
03.b. Drug Policy: Paraphernalia Possession	15
03.c. Drug Policy: Sale, Potential for Sale, Distribution, or Providing Drugs to others.	0

July 1, 2021- June 30, 2022	
Sanction	Number of Students
Alcohol Screening with SSWP	0
AlcoholEdu	97
Drug Screening with SSWP	22
Substance Screening with SSWP	23
Drug Test	0
Drug Evaluation and Treatment Off-Campus	1

Employee Conduct and Utilization Data:

Individual utilization of EAP services for Drug or Alcohol issues for the reporting period:

	2018-2020	2020-2022
Alcohol or Drug	6	4

Training and Promotion of Work/Life Support Services

- EAP was promoted at the benefits fairs, and to supervisors and employees as employee relations issues occur
- Wellness/Topical Training Presentations
- Employee Orientation
- Supervisor Orientation

Work/Life Services	Legal	Adult/Elder care	Child/Family	Financial	Convenience/Daily living	Helplink	Web-assist
2018-2020	30	3	2	10	1	7	
2020-2022	42	2	2	10	8	1	1