



**Dickinson State University**  
**Drug-Free Schools and Campuses Regulations [EDGAR Part 86]**  
**Biennial Review: 2020**

Mr. Keith James—Director of Student Life/Title IX Coordinator  
December 2020

**Dickinson State University  
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 for academic credit except for continuing education credit units, regardless of the length of the student's program of study, of:**
  - 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 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 and students
  - e. 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 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.
  - b. Ensure that its disciplinary sanctions are consistently enforced.

Dickinson State University  
291 Campus Dr.  
Dickinson, ND 58601



Mr. Steven (Steve) Easton, J.D.  
President

701-483-2326  
Phone Number

12/21/20

Date

Steve.easton@dickinsonstate.edu  
E-mail address

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## **I. Introduction / Overview**

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

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

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

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

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

## **II. Biennial Review Process**

This Review covers the period of 2018-2020. Specifically, it is January 1, 2019-December 1, 2020.

### **A. Biennial Review Preparer(s)**

- Mr. Keith James, Director of Student Life/Title IX Coordinator
- Mr. Anthony (Tony) Haynes, Education and Programming Specialist
- Mr. Jacob (Jake) Crawford, Student Conduct Coordinator

### **B. Location of Biennial Review**

- Copies of the DSU biennial review are kept with the Office of Student Life. Those wanting to see copies of the report(s) may do so via a request in writing to the Office of Student Life. Reports are kept on file for seven (7) years to assist in preparation for upcoming reports.

## **III. Annual Policy Notification Process**

- A. Content of Alcohol/Drug Abuse Prevention Statement—please see appendix A

B. Notification Process for Employees—please see appendix B

C. Notification Process for Students—please see appendix C

D. Methods of distribution to students include:

1. DSU Student Listserv
2. Housing meetings during the first week of each semester
3. Freshmen seminar courses
4. DSU Website

E. Methods of distribution to employees including the following:

1. Welcome packet for new employees
2. New employee orientation
3. DSU Website

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

- Please see appendix D for specific data.

**V. AOD Policy, Enforcement, and Compliance Inventory**

A. Policies

- Dickinson State AOD Policies may be found in appendices E-T.

B. Dickinson State AOD Policies include who oversees administration of policies and discipline/sanction/adjudication of policies.

C. Enforcement

1. DSU On-Campus Authorities include:

- Provost
- Deans
- Chief Financial Officer
- Vice President, Student Affairs
- Director, Athletics
- Director, Human Resources
- Public Safety Officers
- Resident Directors
- Director, Student Life/Title IX Coordinator
- Resident Assistants
- Behavioral Intervention/CARE Team Members
  - Director, Student Life/Title IX Coordinator
  - Athletics Representative
  - Coordinator, Student Health Services
  - Disability Services Specialist
  - Student Opportunity and Resource (SOAR) Center Specialist

1. DSU Off-Campus Authorities include:

- Dickinson Emergency Management Services
- Dickinson Fire Department
- Dickinson Police Department
- Stark County Domestic Violence and Rape Crisis Center (DVRCC)

2. DSU Other Enforcers include:

- DSU Food Services-Sodexo, Inc.
- West River Community Center

D. Record of Violations

1. Please see appendix O for more detailed information

- January 1, 2019-December 31, 2019
  - 15 Alcohol Violations
    - Sanctions included:
      - Fine
      - Community Service
      - Notification to Parent/Guardian
      - Online Education Module
  - 1 Drug Violation
    - Sanctions included:
      - Fine
      - Notification to Parent/Guardian
- January 1, 2020-December 1, 2020
  - 2 Alcohol Violations
    - Sanctions included:
      - Fine
      - Community Service
      - Notification to Parent/Guardian
      - Online Education Module
  - 1 Drug Violation
    - Sanctions included:
      - Fine
      - Notification to Parent/Guardian
  - *\*\*DSU did offer remote delivery of classes during the SP 2020 semester in response to COVID-19 pandemic. Residence hall occupancy was reduced. \*\**

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

A. Community Activities/Initiatives

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

1. West River Community Center  
**Hawks on the Water Pool Party**  
 September 6, 2019

Students have free access to the local recreation center from 10:30pm-12:30 am. 200 students attended this free event.

<https://dickinsonparks.org>

2. Dickinson Area Chamber of Commerce  
**Harvest Festival**  
 September 14, 2019  
 Attendance in general is taken, not specific DSU student attendance  
**\*\*Clubs and organizations are invited to participate\*\***  
<https://www.dickinsonchamber.org>
3. Westwind Counseling Services  
**Various Trainings**  
 Westwind has provide part-time counseling services. As part of their time with us staff assisted with bystander intervention training, mental health training and various AOD programming initiatives.
4. Dickinson Police Department (DPD)  
**Residence Life Training**  
 During the reporting period, DPD assisted with portions of RA training and residence life programming related to AOD education.

**B. College/University Activities/Initiatives**

1. Shot of Reality  
 August 27,2019  
 Topic covered: multiple facets of responsible alcohol use  
 This program was MANDATORY for all DSU athletes.  
 Number is attendance was 350.
2. Residential Life
  - a. Various dates throughout the reporting period
    - i. Movie and Mocktail Nights
    - ii. Mario Kart with drunk goggles
    - iii. Youtube Video from people impacted by drunk driving
    - iv. Game Night
3. DSU Office of Student Life initiatives
  - a. Campus Activities Board (CAB) has hosted various events throughout the reporting period:
    - i. Casino Nights
    - ii. Concerts
    - iii. Comedians/Improv
    - iv. Bingo Nights
    - v. Bowling Nights
    - vi. Regional and National Speakers
4. DSU Programs
  - a. Fine & Performing Arts
    - i. Various dates throughout the reporting period
      1. Theatre Productions

- a. Musicals
    - b. Plays
  - 2. Musical Productions
    - a. Choir
    - b. Chamber Singers
    - c. Band
    - d. Jazz Band
    - e. Pep Band
  - 3. Visual Arts
    - a. Gallery Shows
- b. Athletics
  - i. Various dates throughout the reporting period
    - 1. Football
    - 2. Cross-Country (Men & Women)
    - 3. Volleyball
    - 4. Basketball (Men & Women)
    - 5. Track & Field (Men & Women)
    - 6. Softball
    - 7. Wrestling
    - 8. Cheerleading (Co-ed)
    - 9. Rodeo (Co-ed)
    - 10. E-Sports (Co-ed)
  - c. Theodore Roosevelt (TR) Symposium
    - i. During the fall semester the TR library hosts a four-day educational symposium surrounding Theodore Roosevelt. Lectures, performance, and a trip to Medora are typical events during the symposium. *\*\*The 2020 TR symposium was conducted in a virtual format due to the COVID-19 pandemic. \*\**

**C. Programs for Special Populations**

All AOD programming at DSU is open to all students. At this time, we do not have group specific initiatives.

**D. Individual Based Programs/Interventions**

The following represent individual-based programs/interventions available to DSU students, faculty, or staff:

1. Electronic Check-up-to-go (ECHUG)
2. Individual assessment programming through DSU Student Health Services
3. Individual based counseling and intervention-based programs
4. Referral programs to off-campus treatments providers for students
5. Employee assistance program



**E. Group Based Programs/Interventions**

The following represent group-based programs/interventions DSU offers:

1. Peer Education
2. Alcohol and other drug programs delivered during New Student Orientation programming
3. Alcohol and other drug program delivered during residence life programming
4. Social Marketing campaigns
5. Workshops, seminars, etc.

**F. Universal or Entire Population Based Programs Programs/Interventions**

The following represent universal or entire population-based programs/interventions DSU offers:

1. Awareness campaigns
2. Social Media Campaigns

**G. Environmental/Socio-Ecological Based Programs**

The following represent environmental/socio-economic based programs DSU offers:

1. Behavioral Interventional Team
2. Alcohol-Free Social Options
3. Alcohol-free Residence Facilities
4. Service Learning/Volunteer Opportunities
5. Enforcing Underage Drinking Law Programs
6. DUI enforcement
7. ID Checks at on and off- campus bars and establishments

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

Goals from the previous biennium included:

- o Completion of EDGAR 86 & NDHECSAP Surveys
- o Improved evaluation of AOD programming
- o Increased education on AOD programming initiatives
- o Continued growth in community partnerships
- o Secure funding to establishing a full-time counselor on the DSU campus

Goals for this reporting period were met, some more strongly than others. Surveys through the Office of Student Life, the annual EDGAR 86 worksheet, and the NDSWAPS survey were completed. Policies, procedures, and sanctions are reviewed on an annual basis. Training of resident assistant staff continues to focus on AOD programming. RA staff members have been trained on to use NARCAN in the event of an opioid overdose along with recognizing signs of alcohol or drug impairment. The Behavioral Intervention Team meets on a bi-weekly basis to discuss students of concern and develop a plan of care for those students. These efforts have continued to show an increase in retention and allowing students to connect with beneficial resources. A new partnership has been developed with Northern Prairie

Community Clinic to provide mental health resources for our students. In addition, we are in the process of hiring a full-time mental health professional. This was made possible through Student Senate agreeing to allow a portion of student fees to cover the cost of this position.

#### **VIII. AOD Strengths and Weaknesses**

Based on the review of the past two years, several areas have been identified as strengths and other areas show a desire for improvement:

##### **A. Strengths**

- BIT/CARE Team continues to address and respond to student concern issues
- Increased programming options that are alcohol-free
- Formal and informal training for our student leaders on alcohol awareness and prevention
- New and continued partnerships with community agencies to help address substance abuse issues

##### **B. Weaknesses**

- Assessment of programs needs to be done better. Our assessment committee will be working on this over the next few months. Currently, the NDSWAPS survey is conducted on a bi-annual basis. It would be beneficial to have some data to use in that off year when the survey is not being conducted.
- More programs related to binge drinking and the negative effects as it relates to college students and long-term health
- DSU lacks a full-time on-campus mental health professional. DSU is working to have this position filled in 2021.

##### **C. Recommendations for the next biennium**

- Improve AOD assessment
  - i. Work with our university wide assessment committee to develop meaningful assessment avenue to adequately understand AOD data of our students.
- Increased AOD awareness on the DSU campus
  - i. Continue to work with students, faculty, and staff to address issues related to AOD use, programming, and sanctions.
  - ii. Ongoing training of both paraprofessional and professional housing staff.
  - iii. Continue to develop community partnerships.
- Staffing Support
  - i. Continue to develop the Behavioral Intervention Team to quickly respond to student of concern issues
  - ii. Finalize hire of full-time mental health professional.

#### **Conclusion**

For the designated reporting period, DSU met most of the goals established in the previous reporting period. Goals included survey completion, assessment related to AOD programming, establishing, and developing community partnerships, and securing funding to provide a full-time mental health professional on the DSU campus. DSU continues offers a variety of AOD prevention programming. Mental health resources have been made available at a greater rate than in the previous biennium. DSU

has partnered with Northern Prairie Community Clinic to make services available 40 hours a week compared to the previous 20 during the last biennium. DSU also is in the process of a hiring a full-time mental health professional. That process should be completed in spring 2021.

Our BIT/CARE team continues to work hard supporting our students of concern. They meet on a bi-weekly basis (or more often if needed), paraprofessional undergo formal training prior to the beginning of each semester along with informal trainings during the year to include tabletop exercises and case studies.

DSU does need to become more successful at tracking what programs are working well and those that are not. DSU will continue to educate our students on the negative consequences associated with alcohol and drug use. DSU has recently experienced a change in leadership both at the VP level and Director of Student Life level. The individuals in these positions have identified relevant and educational programming to be a strategic planning effort the next biennium.

The following goals are being established for the January 1, 2020-December 31, 2021 reporting cycle:

- Continued completion of EDGAR 86 & NDHECSAP surveys
- More sufficient assessment methods
- Increased programming on AOD awareness
- Finalized hire of a full-time mental health counselor

## ***Appendix A***

### **DSU Alcohol/Drug Abuse and Prevention Statement**

Dickinson State University (DSU) is committed to the intellectual, physical, social, and psychological wellbeing of its students. In its pursuit of excellence, DSU is dedicated to promoting a campus environment that enhances and preserves the development, safety, and welfare of its community. It further supports conformity to all federal, state, and local laws regarding alcohol and other substance use and abuse. Acknowledging the existing concerns and problems surrounding this issue, DSU is committed to educating and informing its community of the physical, mental, social, and legal risks of chemical abuse and to developing interventions for those with specific substance problems.

**Appendix B**

**DSU Notification Process for Employees**

Employees are notified about policies during their new employee orientation, which takes place during their first (2) days of employment. Employees are also reminded annually with policies sent with their annual contracts or notifications of employment.

**NORTH DAKOTA UNIVERSITY SYSTEM  
PROCEDURES MANUAL**

**Subject:** PERSONNEL

**Effective:** June 19, 2002

**Procedure:** 615 Drug-Free Workplace

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1. In accordance with the Drug Free Workplace Act and SBHE Policy 615, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance in the workplace is prohibited. Every employee is required to abide by applicable law and SBHE Policy 615 as a condition of employment.
2. An employee who is convicted of violation of any federal or state criminal drug law for conduct in the workplace must notify the employee's supervisor of the conviction within five days of the conviction. A conviction means a finding of guilt (including a plea of guilty or nolo contendere or its equivalent) or the imposition of a sentence. The supervisor must within 24 hours of receiving notice of a conviction notify the institution's or system's human resource officer.
3. Each new employee, at the time of hiring, shall receive a copy of SBHE Policy 615 and this procedure and acknowledge in writing that the employee has received and reviewed the policy and procedure. Institutions and the university system office shall document on an annual basis that each benefited employee has received a copy of SBHE Policy 615 and this procedure. This may be done as part of an annual evaluation, in service training, electronically, or other appropriate procedure.
4. Any employee who violates SBHE Policy 615 or this procedure is subject to discipline up to and including termination.

**REFERENCE:** SBHE Policy 615

**HISTORY:** Chancellor's Cabinet Meeting, June 2001.  
Chancellor's Cabinet Meeting, May 2002.  
Chancellor's Cabinet Meeting, June 2002.

**NORTH DAKOTA STATE BOARD OF HIGHER EDUCATION  
POLICY MANUAL**

**SUBJECT:** PERSONNEL

**EFFECTIVE:** April 18, 2002

**Section:** 615 Drug Free Workplace

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All North Dakota University System institutions, officers and employees shall comply with the Drug Free Workplace Act of 1988. The chancellor and institutions shall adopt and enforce policies and procedures implementing that Act and this policy.

**HISTORY:** New Policy. SBHE Minutes, April 20, 1994, pg 6460.  
Amendment SBHE Minutes, April 17, 1998, pg 6874.  
Amendment SBHE Minutes, April 18, 2002.

#### **DSU Tobacco Policy**

**DSU Policy No: 917.1.001**

**DSU Policy Manual:** <http://www.dickinsonstate.edu/policymanual>

**DSU Employee Forms:** <http://www.dickinsonstate.edu/dsushared>

**Reference Document:** SBHE Policy Manual, Section 917

Smoking and tobacco use are prohibited in indoor and outdoor areas and properties of Dickinson State University. Indoor areas and properties include, but are not limited to: common work areas, elevators, hallways, university-owned or leased vehicles, garages, restrooms, cafeterias or dining areas, employee lounges, conference and meeting rooms, and other enclosed areas in the workplace. Outdoor areas include, but are not limited to: parking lots, grounds, rooftops, plazas, courtyards, entrance and exit ways, and any other areas of the university campus. For purposes of this policy, "university campus" or "campus" includes those lands occupied or controlled by Dickinson State University. Any facilities occupied or controlled by Dickinson State University that are not on the university campus as defined above are also designated no smoking facilities. This policy applies to faculty, staff, students, consultants, contractors, and visitors.

For purposes of this policy:

Smoking" means inhaling, exhaling, burning, or carrying any lighted tobacco product; including cigarettes, cigars, pipe tobacco, and any other lit tobacco product.

"Tobacco use" means the personal use of any tobacco product, whether intended to be lit or not, which shall include smoking, as defined above, the use of an electronic cigarette, any other device intended to simulate smoking or the use of smokeless tobacco, including

snuff, chewing tobacco, smokeless pouches, or any other form of loose-leaf, smokeless tobacco.

### **Communication**

Persons will be informed of this policy through:

- Signs posted throughout campus
- University policy webpage
- Student Handbook
- Individual/group orientation sessions for new students and employees

### **Compliance**

The enforcement and communication of this policy is the responsibility of members of the university community. Employees, students, and visitors violating the policy should be informed of the policy and asked to comply.

Individuals may report university employees in violation of this policy to Human Resources for enforcement of compliance. A reported employee will be reported to the employee's immediate supervisor. Employees who do not comply with this policy may be subject to disciplinary actions identified in the NDUS Human Resource Policy Manual.

Students in violation of this policy may be reported to the Resident Director or Director of Student Life. Students who do not comply with the policy are subject to the disciplinary actions identified in the Student Handbook.

Campus visitors in violation of this policy may be reported to Campus Security. Campus Security will follow up on reported violations as necessary.

### **Ceremonial Use Exceptions**

This tobacco policy may not apply to specific activities used in connection with the practice of cultural activities by American Indians that are in accordance with the American Indian Religious Freedom Act, 42 U.S.C. 1996 and 1996a. Ceremonial use exceptions must be approved in advance by the President of Dickinson State University or their designee.

### **Leased Lands and Facilities**

Land or facilities that are leased may be exempt from the tobacco policy. Exemptions must be approved in advance by the President of Dickinson State University or their designee.

### **Smoking and Tobacco Cessation Assistance**

Assistance in quitting tobacco use is available locally through the Southwestern District Health Unit at 701-483-0171 or 1-800-697-3145.

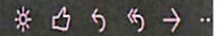
Benefitted employees in the North Dakota Public Employees Retirement System Health Care Plan have access to the North Dakota Tobacco Cessation Program. For more information call 1-800-223-1704.

The North Dakota Tobacco Quit line is also available at 1-800-784-8669.

owner-dsustaff@listserv.nodak.edu on behalf of Kilwein, Krissy <krissy.kilwein@dickinsonstate.edu>

Tue 6/30/2020 5:04 PM

To: 'dsustaff@listserv.nodak.edu'



Thank you for your continued service to Dickinson State University.

Per policy, this is your Annual Notification of Policies and Procedures; as employees of Dickinson State University we must abide by the following (SharePoint>DSU Shared>[Employee Information and Procedures](#)):

- DSU Policy Manual, which is currently located on Dropbox (<https://www.dropbox.com/>), and is accessible via SharePoint. The [Compliance Support Council](#) is continually reviewing the policies for effectiveness and making sure they are consistent with the Board and System Policies and Procedures. If you have any questions or suggested changes, please reach out to a CSC member.
- The North Dakota University System (NDUS) Human Resource Policy Manual is currently available on the NDUS website at <https://ndus.edu/human-resource-policy-manual/>. This manual provides answers to frequently asked questions: types of employees (i.e. benefitted vs. temporary), types of leave/how to use it (i.e. annual, sick, compensatory, funeral, etc.), among others.
- The State Board of Higher Education (SBHE) Policies are currently available on the NDUS website at <https://ndus.edu/state-board-of-higher-education/sbhe-policies/>.
- The NDUS Procedures are currently available on the NDUS website at <https://ndus.edu/state-board-of-higher-education/ndus-procedures/>.
- Within the above policies and procedures, you may see reference to ND Century Code; the full code is online at <https://www.legis.nd.gov/general-information/north-dakota-century-code>.

Please go to SharePoint>DSU Shared>Finance & Administration>Human-Resources>[Benefit Information](#) and check out all that we offer, including discounts that are available to us through the state employee discount program (e.g. [ND COSE](#)).

As shared in the 6/25/2020 Team ND Town Hall Meeting, the state wants to become a zero-paper environment, therefore, we will be sending Notification of Salary documents via DSU email.

Here's to a new (fiscal) year!

~ Krissy



## **Appendix C**

### **DSU Notification Process for Students**

#### **DSU Code of Conduct**

General university policies and notices for students are published in the *Student Code of Conduct*, online at [www.dickinsonstate.edu/student-life/housing/](http://www.dickinsonstate.edu/student-life/housing/). For clarification of policies or notices, please contact the Office of Student Life in May Hall 207 or 701-483-2391.

#### **Public Safety**

DSU Public Safety personnel work to provide a safe and positive campus environment. Contact and other information:

DSU Public Safety  
Student Center 109  
Dickinson, ND 58601  
701-483-1068

[Dsu.security@dickinsonstate.edu](mailto:Dsu.security@dickinsonstate.edu)

#### **Notice of Annual Security & Fire Safety Report**

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, DSU published an Annual Security and Fire Safety Report. The report includes the University's policies, procedures, and programs concerning safety and security, as well as five years' of crime statistics for campus. The report and statistical data can be found online at [www.dickinsonstate.edu/security](http://www.dickinsonstate.edu/security).

#### **Notice of Non-Discrimination**

DSU maintains commitment to the understanding that the maintenance of ethical standards and the concerns for academic freedom prohibit the exploitation of employees and students. DSU is required by law and the North Dakota State Board of Higher Education (SBHE) Policy to take all steps necessary to prevent harassment. These steps include informing individuals of their rights and responsibilities, developing educational programs to sensitize the campus community to the issue, and developing sanctions against harassment. Students and employees may be held personally liable for acts of harassment. Retaliation in any form against a person who reports discrimination or participates in the investigation of discrimination is strictly prohibited and will be grounds for separate disciplinary action. DSU's policies and procedures for complaints of discrimination or harassment are found at [www.dickinsonstate.edu/student-life/inclusion-and-equity](http://www.dickinsonstate.edu/student-life/inclusion-and-equity) or in the DU Student Code of Conduct at [www.dickinsonstate.edu/student-life/housing](http://www.dickinsonstate.edu/student-life/housing).

Concerns regarding DSU's equal opportunity and nondiscrimination policies may be addressed to:

**Keith James, Title IX Coordinator**  
Office of Student Life  
[Keith.w.james@dickinsonstate.edu](mailto:Keith.w.james@dickinsonstate.edu)  
701-483-2391  
May Hall 207-B

**Krissy Kilwein, Affirmative Action Officer**

Office of Human Resources

[Krissy.kilwein@dickinsonstate.edu](mailto:Krissy.kilwein@dickinsonstate.edu)

701-483-2370

May Hall 309

A complaint or concern regarding discrimination or harassment may also be sent to:

**Office for Civil Rights**

U.S. Department of Education

500 West Madison

Suite 1475

Chicago, IL 60611

**Title IX and VAWA Notification**

Title IX of the Education Amendments of 1972 (Title IX), and its regulations, prohibit discrimination on the basis of sex and/or gender in education programs and activities operated by recipients of federal financial assistance. Sexual harassment that creates a hostile environment, including sexual assault and other forms of sexual misconduct, is a form of discrimination prohibited by Title IX. The regulations implementing Title IX require that the University adopt and publish grievance procedures providing a prompt and equitable resolution of complaints that allege any action that would be prohibited by Title IX, including sexual assault, sexual harassment, and other forms of sexual misconduct. Similarly, the Violence Against Women Reauthorization Act of 2013 (VAWA) requires prompt, fair and impartial investigation and resolution of allegations of stalking, dating violence and domestic violence. For complaints regarding sexual assault, harassment, or other forms of misconduct DSU uses procedures outlined within the Student Code of Conduct which can be found online at [www.dickinsonstate.edu/student-life/inclusion-and-equity](http://www.dickinsonstate.edu/student-life/inclusion-and-equity).

**Federal Student Financial Aid Penalties for Drug Law Violations**

Higher Education Opportunity Act (HEOA) mandates that students who are receiving federal financial aid and who have a conviction of any offense involving the possession or sale of illegal drugs lose federal aid eligibility. Information about the collection of conviction-related information, consequences, and methods of regaining eligibility are located in the Financial Aid section of the Student Code of Conduct: [www.dickinsonstate.edu/student-life/housing](http://www.dickinsonstate.edu/student-life/housing).

**Student Consumer Information**

The Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), includes many disclosure and reporting requirements. A disclosure requirement is information that a postsecondary education institution is required to distribute or make available to another party, such as students or employees. The Student Consumer Information website is available at <https://dickinsonstate.edu/about/about-dsu/hea-student-consumer-information/>.

**FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with their education records. The FERPA policy is found at <https://dickinsonstate.edu/academics/academic-records/ferpa-guidelines/>.

### **Missing Student Protocol and Emergency Contact**

The Higher Education Opportunity Act (HEOA) mandates a protocol applying to on-campus resident students who may be reported as missing for 24 hours or more. DSU will investigate any report of a missing DSU student residing on-campus (residence halls, university managed apartments) and take appropriate action to ensure all notifications and actions comply with legal mandates. Investigation of such reports will be initiated immediately by DSU Public Safety, Office of Student Services and appropriate local law enforcement agencies. Procedures are governed by federal and state laws, local ordinance and University policy, and are implemented by internal standard operating practices.

### **Drug-Free Schools**

The Drug-Free Schools and Communities Act Information document articulates University expectations of students to comply with federal, state, and local laws and ordinances related to alcohol and other drugs. This document is part of the HEA Student Consumer Information website in the Student Handbook and Student Code of Conduct. This can be found here online here:

<https://dickinsonstate.edu/about/about-dsu/hea-student-consumer-information/>.

The Annual Security & Fire Safety Report also provides information about alcohol and drug policies and programs. These reports can be accessed online at [www.dickinsonstate.edu/student-life/campus-security](http://www.dickinsonstate.edu/student-life/campus-security). Continued or abusive use of alcohol and other drugs has health consequences. The Offices of Housing & Dining and Student Health Services provides substance use evaluation and counseling. Violations of alcohol or other drug policies will be addressed by DSU, including sanctions as noted in the DSU Student Handbook, Violations section. The Student Handbook and Code of Conduct can be accessed online at [www.dickinsonstate.edu/student-life/housing](http://www.dickinsonstate.edu/student-life/housing).

### **Policies and Procedures**

Dickinson State University adheres to the policies set forth by the ND State Board of Higher Education (SBHE) and procedures established by the North Dakota University System (NDUS). Additionally, the University maintains an internal set of policies that also inform campus procedures and operations. Policies are subject to change.

*DSU Policy Manual*

[Dickinson State University Policy Manual](#)

*State Board of Higher Education Policy Manual*

[SBHE Policy Manual](#)

*North Dakota University System Procedure Manual*

[NDUS Procedure Manual](#)

*This document is maintained by the Office of Student Services. Inquires should be directed to:*

**Keith James, Director of Student Life/Title IX Coordinator**

[Keith.w.james@dickinsonstate.edu](mailto:Keith.w.james@dickinsonstate.edu)

701-483-2391

May Hall 207-B

**Appendix D**

**DSU AOD Data/Need Assessment**

2019 Alcohol Violations	15
2019 Alcohol Related Ambulance Calls/Transports	0
2019 Alcohol Related Deaths	0
2019 Drug Violations	1
2019 Drug Related Ambulance Calls/Transports	0
2019 Drug Related Deaths	0
2020 Alcohol Violations	2
2020 Alcohol Related Ambulance Calls/Transports	0
2020 Alcohol Related Deaths	0
2020 Drug Violations	1
2020 Drug Related Ambulance Calls/Transports	0
2020 Drug Related Deaths	0

## ***Appendix E***

### **DSU Federal Drug Free Campus Policy**

#### **Drug-Free Schools**

The Drug-Free Schools and Communities Act information document articulates University expectations of students to comply with federal, state, and local laws, and ordinances related to alcohol and other drugs. This document is part of the HEA Student Consumer Information website. This can be found here at: <https://dickinsonstate.edu/about/about-dsu/hea-student-consumer-information/>.

The Annual Security & Fire Safety Report also provides information about alcohol and drug policies and programs. These reports can be accessed online at [www.dickinsonstate.edu/student-life/campus-security](http://www.dickinsonstate.edu/student-life/campus-security). Continued or abusive use of alcohol or other drugs has health consequences. The Office of Student Life & Student Health Services provides substance use evaluation and counseling. Violations of alcohol or other drug policies will be addressed by DSU, including sanctions as noted in the DSU Student Handbook. The Student Handbook and Code of Conduct can be accessed online at [www.dickinsonstate.edu/student-life/housing](http://www.dickinsonstate.edu/student-life/housing).

## **Appendix F**

### **DSU Drug and Alcohol Prevention**

Dickinson State University is committed to the intellectual, physical, social, and psychological well-being of its students. In its pursuit of excellence, the University is dedicated to promoting a campus environment which enhances and preserves the development, safety, and welfare of its community. It further supports conformity to all federal, state, and local laws regarding alcohol and other substance use and abuse. Acknowledging the existing concerns and problems surrounding this issue, the University is committed to educating and informing its community of the physical, mental, social, and legal risks of chemical abuse and to developing interventions for those with specific substance abuse problems.

#### **Regulations**

Dickinson State University staff and students are prohibited by state and federal law from the possession, sale, purchase, delivery or manufacture of any controlled substance as defined by federal statute or the North Dakota Criminal Code. Staff and students are responsible for complying with the alcoholic beverage laws of the state of North Dakota and the City of Dickinson. Such laws include restrictions against:

- a. Purchase, consumption, or possession of alcohol by a minor.
- b. Purchase of alcohol for a minor; furnishing alcohol to a minor.
- c. Misrepresentation of age by a minor.
- d. Illegal sale of alcoholic beverages.
- e. Public intoxication.
- f. Driving while intoxicated.

Dickinson State's Code of Conduct prohibits the possession or consumption of alcoholic beverages and further prohibits the unlawful use, possession, sale, or distribution of marijuana or any controlled substance or paraphernalia. These prohibitions are in effect on University owned property and at all University sanctioned and sponsored events.

#### **Education/Awareness & Prevention Activities**

In order to educate students about alcohol and substance abuse, Dickinson State University will promote awareness and encourage responsible decision making about the use or non-use of these substances. The university will provide educational programs throughout the year consisting of experts in the areas of alcohol and substance abuse prevention. Special efforts will be directed toward each incoming freshman class with their freshman orientation classes and Residence Hall activities.

#### **Alcohol Violations**

An alcohol violation will be issued to anyone that is in possession or consumption of an alcoholic beverage anywhere on university property. Behavior while in a state of intoxication that is loud, disruptive, and potentially injurious to the health or safety of others or affecting the cleanliness or maintenance of university facilities is considered a violation of the policy.

#### **Drug Violations**

The use, possession or distribution of any state or federally controlled drugs on university property is prohibited. The university will cooperate fully with law enforcement officials in the enforcement of laws designed to prohibit drug use and possession. Students who violate policies and regulations while under the influence of drugs will be subject to disciplinary action based on their offenses and may be required

to complete a substance abuse treatment program. In addition, they are subject to possible criminal penalties for illegal drug use. Federal law limits financial aid options for those convicted of a drug-related crime. All Residence Halls Students found possessing-smoking marijuana or possessing and using high level-controlled substances such as methamphetamine and cocaine will be subject to arrest and prosecution on criminal charges in addition to campus disciplinary proceedings.

**Appendix G**

**Dry Campus Policy (SBHE Policy 918: Alcoholic Beverages)**

**NORTH DAKOTA  
STATE BOARD OF HIGHER EDUCATION  
Policy Manual**

**Policy: 918 Alcoholic Beverages**  
**Effective: October 24, 2019**

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1. Definitions.
  - a. "Alcoholic beverages" means any liquid suitable for drinking by human beings, except prescription drugs or over-the-counter medications, which contains one-half of one percent or more of alcohol by volume.
  - b. "President" includes the dean of Dakota College at Bottineau.
2. The possession, sale, service, use, or consumption of alcoholic beverages upon land or in buildings at institutions under control of the Board is prohibited, except as authorized by the institution's president.
3. Alcoholic beverages may not be purchased with public funds unless the alcoholic beverages will be used for authorized training or educational purposes.
4. Each institution shall adopt policies and/or procedures implementing this policy.



## **Appendix H**

### **DSU Code of Conduct-Sanction for Alcohol and Drug Abuse**

#### **Alcohol Violation Sanctions**

An alcohol violation will be issued to anyone that is in possession or consumption of an alcoholic beverage anywhere on university property. Behavior while in a state of intoxication that is loud, disruptive, and potentially injurious to the health or safety of others or affecting the cleanliness or maintenance of university facilities is considered a violation of the policy.

#### **First Alcohol Violation:**

The student will be fined a minimum of \$100.00 and may be required to participate in an Alcohol Education Program. If the student fails to attend the mandatory class, there will be an additional \$25.00 fine.

#### **Second Alcohol Violation:**

The student will be fined a minimum of \$200.00 and will be required to participate in an alcohol education evaluation. If the student fails to participate in this alcohol education and evaluation, there will be an additional \$50.00 fine. The student may be put on disciplinary probation by the Director of Student Life.

#### **Third Alcohol Violation:**

The student will be fined a minimum of \$400.00. The student will be referred to the BIT/CARE Team. A determination will be made regarding the student's continued residency in campus housing facilities. The student will be placed on disciplinary probation by the Director of Student Life.

#### **Drug Violations**

The use, possession or distribution of any state or federally controlled drugs on university property is prohibited. The university will cooperate fully with law enforcement officials in the enforcement of laws designed to prohibit drug use and possession. Students who violate policies and regulations while under the influence of drugs will be subject to disciplinary action based on their offenses and may be required to complete a substance abuse treatment program. In addition, they are subject to possible criminal penalties for illegal drug use. Federal law limits financial aid options for those convicted of a drug-related crime. All Residence Halls Students found possessing-smoking marijuana or possessing and using high level-controlled substances such as methamphetamine and cocaine will be subject to arrest and prosecution on criminal charges in addition to campus disciplinary proceedings. Campus sanction criteria are listed below:

#### **Marijuana Violations:**

**First Offense:** The student will be fined a minimum of \$100.00.

**Second Offense:** The student will be fined a minimum of \$200.00.

**Third Offense:** The student will be fined a minimum of \$400.00. The student will be referred to the BIT/CARE Team. A determination will be made regarding the student's continued residency in campus housing facilities. The student will be placed on disciplinary probation by the Director of Student Life

**Other Controlled Substance Violations:**

**First Offense:** The student will be written up for the violation and referred to the Coordinator of Student Conduct for judiciary action, a \$500.00 fine will be assessed and completion of 50 hours of community services will be mandatory. Referral to Badlands Human Service Center for a drug evaluation will be mandatory at violator's cost. Depending on the severity of the violation, the student may be evicted from university housing.

**Second Offense:** A University hearing board will be convened to review the severity of the violation and decide if the student be placed on disciplinary probation or be suspended from the University for a period of time.

**Incapacitation**

Resident staff members will contact the proper medical emergency officials for residents who become incapacitated as a result of drinking, drug usage or a medical condition. Residents will be financially responsible for the costs of this medical care including ambulance and/or hospitalization costs. According to North Dakota Century Code #5-01-05.1, "If a person is hospitalized for detox purposes, law enforcement or campus security personnel must notify the parent(s)." Incapacitated students who are in violation of local, state or federal laws concerning alcohol and other drugs are subject to university adjudication, citation and/or arrest for relevant violation of law.

**Referrals/Intervention/Treatment**

The Director, Student Health Services and Counselor are available for preliminary referral pertaining to alcohol and substance use and abuse. The health office will assist the student with referrals for professional evaluation and treatment along with the Office of Student Life.

## ***Appendix I***

### **DSU Responsible Action/Good Samaritan Protocol**

The DSU Responsible Action/Good Samaritan Protocol can be found in the DSU Code of Conduct at [www.dickinsonstate.edu/student-life/housing](http://www.dickinsonstate.edu/student-life/housing).

### **DSU Code of Conduct Section 3.3-Good Samaritan Responsibilities**

Individuals who appropriately report or seek assistance for themselves or for others will not be subject to disciplinary sanctions for allegations related to the use or consumption of alcohol or other drugs, nor will the incident become a part of the student's conduct record. However, because alcohol and drug misuse can negatively impact an individual's physical and emotional well-being, individuals may be required to have an educational meeting with University personnel Please see:

<http://www.legis.nd.gov/cencode/t32c03-1.pdf>

DSU Athletic Department Alcohol and Drug Policies

## Dickinson State University Drug Testing Consent Form

For: Dickinson State University student-athletes  
Action: Sign and return to the office of Head Coach and Athletic Director  
Due Date: At the time your intercollegiate team first reports for practice  
Required by: The athletic administration of Dickinson State University

### To Student- Athletes

*Signed consent and notification forms shall be considered confirmation of the student-athlete's agreement to the terms and conditions contained in this policy and shall be a contractual obligation of the student-athlete. If the student athlete is under the age of eighteen, the policy must be signed by a parent/guardian. If you have any further questions regarding this policy, please contact Pete Stanton, Athletic Director (701-483-2037)*

### Drug Testing Consent

- A student-athlete who tests positive on his/her first drug screen will be suspended from 20% of competition and be required to attend mandatory counseling sessions. The student-athlete will be required to have a second drug screening at his/her expense, within two to eight weeks following the initial positive test.
- A student-athlete who receives a second positive test within one year of an initial positive test shall be declared ineligible for further participation in sports.
- A student-athlete who receives a second positive test after one year has elapsed from the initial positive test will be suspended from athletic competition for 50% of the contests. All Dickinson State University intercollegiate athletics- related financial aid shall be terminated.
- A student-athlete who receives a third positive test will be terminated of eligibility to compete in all intercollegiate athletics at Dickinson State University and the loss of all athletic financial aid.
- In addition, the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a controlled substance, unless there are extenuating circumstances.
- You agree to allow Dickinson State University's Athletic Department to drug tests you in order to participate in intercollegiate athletic programs sanctioned by Dickinson State University. Also you understand that the Athletic Department can request a drug screen on you at any time when there is reasonable suspicion.
- You were provided an opportunity to review the procedures outlined by the Dickinson State University Drug Testing and Substance Abuse Policy.
- You understand and agree that the consent and the results of your drug tests, if any, will be disclosed to the Director of Athletics and Head Coach of your sport.
- You agree to disclose your drug testing results only for the purpose related to your eligibility for participation in regular season and postseason competition.

- You understand that if you are under the age of eighteen (a minor), you must have this form co-signed by a parent or legal guardian.
- You agree to follow all criteria outlined in Dickinson State University's Drug Testing Policy.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Student-Athlete

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Parent/Legal Guardian (if student is a minor)

\_\_\_\_\_

Name (Please Print)

\_\_\_\_\_

Date of Birth

\_\_\_\_\_

Home Address

City

State

Zip

\_\_\_\_\_

\_\_\_\_\_

Sport (s)

## *Dickinson State University* *Substance Abuse Policy*

### ***Introduction***

The administration of Dickinson State University recognizes a responsibility to ensure each student a safe, healthy, and supportive educational environment. Part of the administration's responsibility is to periodically take necessary precautions which provide for the welfare and safety of our student-athletes, coaching staffs, sports medicine staff, administration, and support personnel. Drug use can be detrimental to the physical and mental well-being of our student-athletes and university support personnel. It is our desire to discourage the use of illegal drugs, both on and off campus, and to provide a learning environment that is drug free at every level of the educational and athletic process. Dickinson State University athletes are viewed as leaders and role models and, as such, are respected and emulated by other individuals in the Dickinson Community. Leadership brings additional responsibilities. While off campus, student-athletes represent the University and depict its character. Therefore, it is expected that individuals at Dickinson State University exhibit leadership qualities and respectable character while off campus, as well as on campus.

### ***Definitions***

- 1. Controlled substance** – any substance as defined by the NCAA's list of banned drug classes. The list consists of substances generally purported to be performance enhancing and/or potentially harmful to the health and safety of the student-athlete.
- 2. Positive Test** – The initial drug test shall be a urine specimen collected in a container designed to detect prohibited or controlled substances. A drug screening test will be considered positive once the confirmation or second test has been completed from the same specimen and confirms the results of the initial urine test. A positive test is defined as a test which indicates, in the opinion of the outside laboratory performing the testing, that an eligible student-athlete has used a prohibited or controlled substance based on traces of that substance detected in the student-athletes urine specimen. A drug screening will also be considered positive if it is discovered by the outside laboratory that the provided urine sample has been altered or where foreign substances have been added to the sample in an effort to destroy or disguise traces of prohibited substances.
- 3. Eligible Student-Athletes** – any student-athlete participating in intercollegiate athletics at Dickinson State University. This also includes any student-athlete who is ineligible by NAIA guidelines, but is still listed on the roster of any team.
- 4. Reasonable suspicion** – is defined as that quantity of proof or evidence that is more than intuition or strong feeling, but less than probable cause. Such reasonable suspicion must be based

on specific contemporaneous, articulate observations concerning the appearance, behavior, speech, or body odors of the student-athlete. The observations may include indications of the chronic and/or withdrawal effects of prohibited substances or any of the following:

- a. Reduced quality of academic or athletic performance;
- b. Patterns of unexcused absence from academic classes or athletic meetings;
- c. Inability to get along with others; excessive withdrawal or isolation;
- d. Frequent tardiness to academic classes or athletic meetings;
- e. Decreased manual dexterity;
- f. Impaired short-term memory;
- g. Periods of unusual hyperactivity, irritability, or drowsiness;
- h. When a denoted administrator, coach, or support staff has suspicion through the sense of smell, sight, or sound, or;
- i. Presence or possession by a student-athlete of illegal or controlled drugs or drug-related paraphernalia.

**5. Incident** – Shall be defined as a positive drug test, or 2) a situation where a student-athlete covered under this policy is determined to be using or in possession of a controlled substance at an event as defined under this policy.

**6. Refusal to Submit to Testing** – shall include any or all of the following:

- a. Failure to provide adequate urine for prohibited substances testing without a valid medical explanation after he or she has received notice of the requirement for urine testing; or
- b. Engaging in conduct that obstructs or interferes with the testing process; or
- c. Failure or refusal to execute the required forms provided in conjunction with the receipt of this policy or which are a part of the testing; or
- d. Failure to be readily available for requested testing; and/or
- e. Failure to report to, and undergo prohibited substances testing as required;
- f. Any refusal to submit to testing will be considered to be a positive drug test and all appropriate action will be taken.

**7. Events** – this program applies to the following events:

- a. All on campus activities whether during or after normal school hours, and both between and within semesters;
- b. All school related field trips, activities, athletic events, and other extracurricular events, whether such activities are on or off campus, or;
- c. Student-athletes' misconduct relating to the use of illegal drugs or controlled substances outside of the University or the University's athletic setting.

**8. Disclosure of substance abuse/other medications-**

- a. Student-athletes are encouraged to voluntarily come forward to seek assistance with a drug related problem without punitive sanctions. Any eligible student-athletes may refer him/her for voluntary evaluation and counseling.

- b. A student-athlete will be tested immediately to determine the cause/severity of the problem and referred to evaluative and possibly continuous counseling.
- c. The result of the test will not count as a first offense.
- d. If a student-athlete fails to comply with their treatment plan, the student will follow outlined disciplinary procedures.
- e. It is the responsibility of the student athlete to disclose the use of any medications or supplements prior to the drug screen. Any disclosures made after the drug screen will require the athlete to provide proof of prescription by the prescribing physician.

**9. Notice of a violation of this policy-** When a student has been found guilty of using a banned substance, the Athletic Director, the student's parents or guardians, his or her Head Coach, shall be notified. The student also may be required to notify his or her teammates of a positive test for a banned substance, except where the student has self-reported the use of the substance under this policy, in which case whether and when others will be notified of the self-reported use of the banned substance will be decided on a case by case basis.

### ***Periodic Random Drug Screening***

Dickinson State University will periodically randomly drug screen a select number of eligible student-athletes. Several, not to exceed six, drug screening tests may be conducted during the course of the academic year. The drug screening test may include, but is not limited to, testing for marijuana (THC), cocaine (COC), amphetamines (AMP), benzodiazepines (BZO), ecstasy, methamphetamine (METH), opiates (OPI), phenylcyclidine ((PCP), oxycodone (OXY). A list of the specific drugs tested for in the drug screen is available through the Athletic Director's office.

### ***Costs***

Costs associated with the drug screening program will be covered as follows:

1. The initial drug screening cost will be assumed by Dickinson State University.
2. A challenge by the student athlete of the drug screening, where subsequent drug screening is required by an outside private laboratory, will totally be the responsibility of the student athlete or his/her parent(s) or guardian(s).
3. Any additional testing required or requested will be the responsibility of the student-athlete or his/her parent/guardian.

### ***Disciplinary Procedures***

Any student-athlete receiving a confirmed "positive" drug test will be treated in the following fashion.

1. **First positive test:**
  - a. The student-athlete will immediately be suspended from competition for 20% of the contests in the particular season for his/her sport. The suspension will be served immediately following the positive results. If there are not 20% of the



contests remaining in the season, the suspension will carry over to the next season.

b. The athletic director will be notified by letter of the positive test. The athletic director will notify all staff he deems appropriate or necessary (this shall include, but is not limited to the head coach, head athletic trainer, and faculty athletic representative).

c. The athletic director will notify the parent(s)/legal guardian of the student athlete's positive test.

d. The athletic director will hold a meeting of all the involved parties (including, but not limited to the head coach of the student-athlete's sport, head athletic trainer, parent(s)/legal guardian, and faculty athletic representative.).

e. Any student-athlete at Dickinson State University who receives a "positive" drug test will be required to attend intervention and counseling. The number of counseling sessions needed by the student-athlete will be at the discretion of the counseling center. Failure at any time during counseling to attend a mandatory session will result in the student-athlete being suspended from the next scheduled contest of their sport.

f. Potential loss of athletic financial aid.

g. Additional punishment will be left to the discretion of the Head Coach.

h. The student-athlete will be tested every time the sport tests until his/her eligibility has expired or the student-athlete is no longer with the team, whichever occurs first.

**2. Second positive test:**

a. A student-athlete who receives a second positive test within one year of an initial positive test shall be declared ineligible for further participation in sports.

b. A student-athlete who received a second positive test after one year has elapsed from the initial positive test will be suspended from competition for 50% of the contest. If there are not 50% of the contests remaining in the season, the suspension will carry over to the next season.

c. All Dickinson State University intercollegiate athletics- related financial aid shall be terminated.

d. The athletic director will notify the student-athlete's parent(s)/legal guardian of the second "positive" test.

e. The athletic director will schedule a meeting of all involved parties (See Disciplinary Procedures, Section 1 (c) for the list of involved parties).

f. The student-athlete may participate with his/her team's practices or activities at the head coach's discretion.

g. The student-athlete must continue mandatory counseling, as deemed appropriate by the University Counseling Center.

**3. Third positive test:**

a. The student-athlete will result in permanent termination of eligibility to compete in all intercollegiate athletics at Dickinson State University and the loss of all athletic financial aid.

## ***Appendix K***

### **DSU Employee Assistance Referral Program**

Employees are referred to The Village Business Institute: The Village Employee Assistance Program (Village) for AOD related needs. Through the Office of Human Resources, employees are also provided Village information throughout the year.

The Office of Human Resources also provides tobacco related assistance information. Individuals are directed to the Sanford Health System through the North Dakota Public Employees Retirement System.

## ***Appendix L***

### **DSU Financial Aid Drug Convictions Policy**

#### **Federal Student Financial Aid Penalties for Drug Law Violations**

Higher Education Opportunity Act (HEOA) mandates that students who are receiving federal financial aid and who have a conviction of any offense involving the possession or sale of illegal drugs lose federal aid eligibility. Information about the collection of conviction-related information, consequences, and methods of regaining eligibility are located at: [HEA Student Consumer Information | Dickinson State University](#)

## ***Appendix M***

### **DSU Alcohol/Drug Use in the Classroom**

DSU is an alcohol, drug, and tobacco free campus. As such, the Office of Academic Affairs does not have a policy for Alcohol/Drug Use in the classroom. Academic Affairs follows the policies and procedures established in the DSU Student Handbook and DSU Student Code of Conduct.

***Appendix N***

**DSU Alcohol Poisoning Protocol**

Anyone on the campus of DSU who is suspected of having alcohol poisoning has EMS called on their behalf in a timely manner.

**Appendix O**

**DSU Record of Violations**

**Alcohol Violations on Campus**

January 1, 2019-December 31, 2019	15
January 1, 2020-December 1, 2020	2

**Drug Violations on Campus**

January 1, 2019-December 31, 2019	1
January 1, 2020-December 1, 2020	1

**On Campus Residence for Dickinson State University**

Fall 2019	201
Fall 2020	228

**Sanctions Issued for Violations of DSU AOD Policies include:**

- Fines
- Online Alcohol Education Courses
- Community Service
- Notification to Parent/Guardian