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Introduction

The use and abuse of alcohol, tobacco, and other drugs all too often results in physical, psychological, and social consequences for college students. Nationally, college-age drinkers admit to having done poorly on a test or important project because of alcohol. College students report injuries ranging from bumps and bruises to broken bones as a direct result of using alcohol and other drugs. One out of every three student drinkers attributes a fight or serious argument to alcohol. Eighty-three percent of students who have experienced unwanted sexual intercourse cite the influence of alcohol or other drugs as a factor. Table 1 illustrates the prevalence of alcohol, tobacco, and other drug use among college students as reported by the Core Institute.

Table 1
Core Alcohol and Drug Survey

<table>
<thead>
<tr>
<th>Substance</th>
<th>Lifetime Prevalence</th>
<th>Annual Prevalence</th>
<th>30-Day Prevalence</th>
<th>3X/Week or more</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tobacco</td>
<td>49.3</td>
<td>48.5</td>
<td>37.7</td>
<td>37.4</td>
</tr>
<tr>
<td>Alcohol</td>
<td>86.8</td>
<td>86.9</td>
<td>83.9</td>
<td>84.3</td>
</tr>
<tr>
<td>Marijuana</td>
<td>44.9</td>
<td>45.1</td>
<td>30.3</td>
<td>31.1</td>
</tr>
<tr>
<td>Cocaine</td>
<td>9.2</td>
<td>9.2</td>
<td>5.2</td>
<td>5.0</td>
</tr>
<tr>
<td>Amphetamines</td>
<td>12.6</td>
<td>11.1</td>
<td>5.7</td>
<td>5.0</td>
</tr>
<tr>
<td>Sedatives</td>
<td>7.8</td>
<td>7.4</td>
<td>4.2</td>
<td>3.9</td>
</tr>
<tr>
<td>Hallucinogens</td>
<td>8.4</td>
<td>8.6</td>
<td>3.9</td>
<td>4.3</td>
</tr>
<tr>
<td>Opiates</td>
<td>2.9</td>
<td>3.0</td>
<td>1.4</td>
<td>1.4</td>
</tr>
<tr>
<td>Inhalants</td>
<td>3.7</td>
<td>3.4</td>
<td>1.1</td>
<td>1.0</td>
</tr>
<tr>
<td>Designer drugs</td>
<td>7.4</td>
<td>6.5</td>
<td>3.0</td>
<td>2.8</td>
</tr>
<tr>
<td>Steroids</td>
<td>1.1</td>
<td>0.9</td>
<td>0.6</td>
<td>0.5</td>
</tr>
<tr>
<td>Other drugs</td>
<td>4.4</td>
<td>4.4</td>
<td>2.1</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Notes:

Coll. = Multiple Selection
Ref. = Reference group of 74481 college students
The Drug-Free Schools and Campuses Regulations (Education Department General Administrative
Regulations [EDGAR Part 86]) lay out several requirements with which all institutions of higher education
(IHEs) receiving any form of federal funding must comply, one of which is a biennial review of their
alcohol and other drug programs and policies to determine program effectiveness and consistency of
policy enforcement and to identify and implement any changes needed.

The University of Michigan-Flint Alcohol and Drug Prevention Policy is intended to educate members of
the campus community about health risks associated with the use and abuse of alcohol and other drugs.
It is also meant to provide information concerning available resources for assessment, referral, and
treatment. Since 1990, the campus has utilized a collaborative approach to complying with EDGAR Part
86. This report provides an overview of the preliminary work conducted by the Alcohol, Tobacco, and
Other Drug Programs (ATODP) Oversight Committee, the relevant policies that exist, as well as the
educational programs and support services that are offered to students, faculty, and staff.

Alcohol, Tobacco, and Other Drug Programs (ATODP) Oversight Committee

In 2008, the University sought to formalize its approach and established an Alcohol, Tobacco, and Other
Drug Programs (ATODP) Oversight Committee. The committee mission is to educate and safeguard the
campus community by managing resources, programming, and policy enforcement around alcohol,
tobacco, and other drugs. Based on the recommendations for ATODP committees outlined by the
Council for the Advancement of Standards in Higher Education, the committee adopted the following
objectives that will guide its work:

- acknowledge and mitigate the inherent risks to the total community associated with alcohol, tobacco, and other drug use
- develop, disseminate, interpret, and support the enforcement of campus regulations that are consistent with institutional policies and local, state/provincial, and federal law
- promote healthy choices concerning the use of alcohol, tobacco, and other drugs, emphasizing the elimination of illegal use, high-risk behavior, harmful use, and related violence
- promote a safe, healthy, and learning conducive environment
- define ATODP policies and practices for prevention, education, training, intervention, evaluation, referral and treatment
• develop shared ownership of the issue by involving all entities of the campus community including governing boards, administrators, faculty and staff members, students, and community leaders
• protect the legal right of students

Since its inception, the Committee has discussed the following questions:
  o What do we know about our campus and the students as it relates to alcohol and other drugs – attitudes, perceptions, needs, and alternatives?
  o What do we need to know to most effectively meet the needs of our students?
  o How do we go about gathering the information – who do we need to talk to, what ways should we reach out, etc.?

The committee has also engaged in a preliminary review of campus initiatives and policies relating to alcohol, tobacco and other drugs education which resulted in the identification of several strengths and areas needing improvement. Based on the items that have been identified, the committee outlined a summary of shortcomings and recommendations to guide future work in Table 2.

Strengths
  o The administration of the University of Michigan-Flint is committed to reducing risks associated with drug and alcohol use on campus.
  o There are numerous programs, events, and activities offered throughout campus that address alcohol and other drug use/abuse, including prevention, intervention, and treatment.
  o Communication between the offices that oversee these efforts is relatively solid.
  o Tapping into resources on the Ann Arbor campus of the University of Michigan is an enormous benefit to the University of Michigan-Flint. Programs such as Michigan Healthy Community, MITalk, and the Faculty and Staff Assistance Program are critical to our success in identifying and treating alcohol and other drug problems.

Areas Needing Improvement
  o Although the University has a strong commitment to addressing issues of alcohol and drug use, there still is not a comprehensive plan in place for risk-reduction and awareness programming.
  o Resources to conduct and implement a comprehensive program are inadequate and alternative sources have yet to be identified.
  o The ATODP Committee is meeting the minimum requirements outlined by the Department of Education to stay compliant.
Table 2
Summary of ATODP Committee Shortcomings And Recommendations

<table>
<thead>
<tr>
<th>FOCUS AREA</th>
<th>FINDINGS</th>
<th>RECOMMENDATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Alcohol and Other Drug Assessment</strong></td>
<td>• Inconsistent data collection methodologies</td>
<td>• Select and implement a standardized assessment tool</td>
</tr>
<tr>
<td></td>
<td>• Inconsistent and sporadic data collection schedule</td>
<td>• Prioritize annual, population-level assessment</td>
</tr>
<tr>
<td></td>
<td>• Assessment not a priority of prevention efforts</td>
<td>• Structure prevention efforts using ongoing assessments</td>
</tr>
<tr>
<td><strong>Alcohol and Other Drug Prevention Programs and Services</strong></td>
<td>• Decentralized, unintentional prevention activities offered by on-campus departments</td>
<td>• Centralize and utilize evidence-based prevention and educational programs</td>
</tr>
<tr>
<td></td>
<td>• No measurement regarding activities (attendance, effectiveness, learning, etc.)</td>
<td>• Develop pre-matriculation/early-matriculation education program for all incoming students</td>
</tr>
<tr>
<td></td>
<td>• Evidence of additional programs, outreach, and educational efforts.</td>
<td>• Provide evidence-based assessment and intervention services for individuals</td>
</tr>
<tr>
<td><strong>Campus Alcohol and Other Drug Policies and Procedures</strong></td>
<td>• Policies in place for students (Statement of Student Rights and Responsibilities; Alcohol and Other Drug Policy) and faculty/staff (Faculty and Staff Assistance Program) meet federal requirements</td>
<td>• Revise policies addressing alcohol and other drugs for clarity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Enhance and monitor policy enforcement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Create new, area-focused policies/procedures</td>
</tr>
</tbody>
</table>

Finally, utilizing the Council for the Advancement of Standards in Higher Education (CAS), the University of Michigan-Flint Oversight Committee agreed that all campus groups conducting programming around alcohol, tobacco, and other drugs build programs around one (or more) of the sixteen outcomes as identified by CAS: intellectual growth, effective communication, realistic self-appraisal, enhanced self-esteem, clarified values, career choices, leadership development, healthy behaviors, meaningful interpersonal relationships, independence, collaboration, social responsibility, satisfying and productive lifestyles, appreciation of diversity, spiritual awareness, and achievement of personal and educational goals. CAS examples of evidence of achievement may be found in Appendix A.
Program Inventory

Awareness and Informational Programs

The University of Michigan-Flint offers several initiatives that are designed to increase knowledge about alcohol and other drugs and their negative effects, to promote alternative events and activities, and to provide opportunities to discuss personal choices.

Michigan Healthy Community

Michigan Healthy Community (MHealthy) is a campus-wide effort to encourage healthier living through increased activity, attention to physical safety in the workplace, and other health and wellness efforts, including alcohol management. MHealthy aims to promote discussion and encourage well-being by embracing health as a community. It will harness the latest thinking and creative ideas from across the University to develop an ambitious plan to foster health campus wide. All campus departments are represented by a Wellness Champion who invests time towards the mission of the program.

Smoke Free University Initiative

Effective July 1, 2011, the University of Michigan implemented the “smoke-free” campus. The purpose is to reduce the risks of second-hand smoke and to ensure a healthier environment for faculty, staff and students. In an effort to assist and encourage smokers to kick the habit, the University offers free behavioral sessions for faculty and staff. During the implementation process, the University also offered selected over-the-counter smoking cessation products, along with co-pay reductions for prescription tobacco cessation medications. Behavioral counseling and discounts on smoking cessation aids for students were also provided. The free and discounted programs began in September 2010.

Student Health 101

Since 2008, the Student Health 101, a monthly digital online magazine devoted to college health issues, has been published through the collaborative efforts of Recreational Services, Office of Student Life, and the Student Government. Each edition contains references to alcohol and other drugs and is available to all students, faculty, staff, and parents. Links are available on the University of Michigan-Flint website.

Prescription Drug Drop-Off Event

Theta Chi Fraternity, in conjunction with Genesee County Community Mental Health, sponsors a “Prescription Drug Drop-Off” event at the end of each winter semester. This program is part of the Genesee County Prosecutor’s Office prescription drug awareness program, and encourages the community to bring their prescription drugs to campus for safe disposal.

Targeted Approaches

New Student Orientation

Incoming first year students at University of Michigan-Flint have been completing the Higher Education Research Institute’s Freshman Survey since 1972. This survey asks students about their cigarette, beer, wine and liquor consumption, as well as their views on legalizing marijuana and how much of their time in high school was spent partying. (See Appendix B)

The Noel-Levitz College Student Inventory (CSI), Form B, Getting the most out of your college experience has been administered annually to all incoming freshmen since 2001. CSI item #39 asks each student to rate “not at all true” to “completely true” the following: I would like to talk with a counselor about eliminating an unwanted habit (involving food, drugs, cigarettes, or alcohol, etc.). A one-hour confidential student-advisor session is scheduled to review CSI results and determine what support services might be necessary to aid in a successful transition to University life. Participation is voluntary so a student may choose to opt out of this session.

The It’s Your Life Workshop is presented each year during every New Student Orientation session.
Through information sharing and group discussion new students explore issues related to alcohol and drug abuse and their impact on being a successful college student.

**UNV 100 – First Year Experience Course**
This course is multidisciplinary in its approach and exposes students to multiple perspectives of a particular theme. These topics can vary broadly but all make connections between local, national, and global issues. In addition, students learn how to navigate through the university community and are introduced to research and information literacy skills that will benefit them throughout their academic career.

**Fatal Vision Goggles Program**
Each semester, the Department of Public Safety (DPS) collaborates with the Office of Housing and Residential Life to schedule the Fatal Vision Goggles program. During these sessions, students are given the opportunity to participate in a simulated, alcohol driving impaired experience. The demonstrations often involve maneuvering through a course designed by the DPS staff in a golf cart while wearing optically-altered goggles that illustrate different levels of intoxication. These drunk driving scenarios are presented to show the effects that alcohol has on a person’s physiological reactions, judgment, and behavior.

**Crime Prevention Methods**
Incidents involving alcohol and other drugs are consistently monitored by the Department of Public Safety (DPS). Alcohol and other drug statistics are reflected in their annual report that is published at the end of the academic year. Additionally, DPS maintains open communication with key university administrators and local law enforcement agencies in their efforts to provide a safe campus environment. Weekly meetings are conducted with DPS, Student Affairs, Environment Health and Safety, and Human Resources staff members to discuss current issues and trends affecting the campus community, including alcohol and other drug incidents.

**Late Night and Alcohol-Free Programming**
The Office of Housing and Residential Life provides numerous late night, alcohol free events and activities, and encourages the Resident Advisors to implement an alcohol and other drug program/event in their residence units each year.

In addition, the Office of Student Life encourages student organizations to organize numerous late night events as alternatives for entertainment. These events include movies nights, held on campus and at local theaters, Casino Nights, comedy and other live entertainment shows, as well as excursions to local sporting events.

**Training for Housing and Residential Life Staff**
All Housing and Residential Life staff, including the Director, Hall Director, Resident Advisors, and support staff attend annual training sessions prior to the start of the academic year. Topics included in the training involve alcohol and other drug usage, enforcement, prevention techniques, and crisis management. The Housing and Residential Life alcohol and other drug policy may be found in Appendix E.

**Training for Intervention Procedures (TIPS) Program**
TIPS is the global leader in education and training for the responsible service, sale, and consumption of alcohol. Proven effective by third-party studies, TIPS is a skills-based training program that is designed to prevent intoxication, underage drinking, and drunk driving. Staff from the Office of Student Life, and University Human Resources received training to become certified instructors in 2011 and 2012. These trainings are held annually during the winter semester.

Additionally, TIPS Training is offered to the university’s fraternity and sorority communities. These trainings include suggestions concerning safe drinking practices, how to responsibility host parties and other social gatherings, and how to intervene in a situation where someone consumed too much alcohol. Incentives are offered to the men and women who successfully complete the program each year.
Along with TIPS, Event and Building Services also offers a Bartender Certification Program, emphasizing Techniques of Alcohol Management (TAM). To date, four (4) students and three (3) staff members have been certified.

Student Conduct
The Statement of Student Rights and Responsibilities outlines student conduct violations and sanctions. The document is available in the Office of Student Life or in electronic format on the Vice Chancellor for Student Affairs’ website. Disciplinary matters are handled consistently, fairly, and equitably. When the alcohol or other drug policy is violated, the University may employ a variety of sanctions, ranging from an official written reprimand to a period of observation and review, probation, suspension, or expulsion. These sanctions may involve alcohol or other drug educational programs, counseling through Counseling, Accessibility, and Psychological Services (formerly known as the Student Development Center), community service, and/or restitution.

Support Services

Counseling, Accessibility and Psychological Services
Counseling, Accessibility, and Psychological Services (CAPS) offers a variety of support services around alcohol and other drug use.

Counseling
Provides assessment, treatment, and when appropriate, referrals to students related to substance use/abuse/dependence as a routine service of the department. Students may also complete screenings for substance related problems by visiting the Counseling Services web site.

MITalk Web Tool
MITalk is a web tool created specifically for students at all three of the University of Michigan campuses. There are a number of resources on this website that provide the knowledge and skills needed to address a broad range of college student mental health topics including substance related issues.

National Alcohol Screening Day
Annually CAPS recognizes National Alcohol Screening Day by offering psycho-educational material to students, along with the option of completing an alcohol use/abuse/dependence screening. Immediate feedback and referrals (when necessary) are provided to students.

National Depression Screening Day
Counseling, Accessibility, and Psychological Services participates in the annual, national event which raises awareness and screens individuals for depression and related mood and anxiety disorders. This national day of awareness is held during the month of October each year.

Smoking Cessation
Auxiliary Services offers smoking cessations workshops aimed to help students, faculty, and staff understand their smoking addiction and recovery processes. Individuals learn how to assess their reasons for smoking and hear motivations for quitting. Individuals also access their reasons for use, barriers to quitting, and a plan for cessation and maintenance.

Urban Health and Wellness Center
The Urban Health and Wellness Center provides outpatient healthcare services for currently enrolled UM-Flint students and community members of the Genesee Health Plan. Primary care is provided by licensed Nurse Practitioners who focus on quality healthcare through health promotion, health maintenance, disease management and diagnosis. Additionally, the Campus Health Officer provides educational presentations to the campus community, promoting good health and having a healthy lifestyle. Included in these presentations is information specifically regarding the ill effects of tobacco and alcohol use and abuse.
Women’s Educational Center
The Women’s Educational Center (WEC) strives to support women (students, faculty, and staff) fulfill their education and career goals, raise awareness about women’s issues, and advocate for support of individuals of all genders working together to challenge unequal treatment. Through their efforts, they have worked to provide initiatives to raise awareness of alcohol and other drug abuse, and its relationship to sexual violence. These initiatives include:

- **“Sex is Fun” Fair**
  Through a series of activities, information about sexual health, healthy relationships, alcohol and drugs, and sexual assault is shared. This annual two-day event attracts over 200 students, and is a great example of a collaborative effort including the WEC, LGBT Center, and Student Affairs.

- **Take Back the Night**
  In recognition of Sexual Assault Awareness Month in April, this program features personal stories of survivors, information to raise awareness about incidents of sexual assault, resources that are available in the community, and a march through campus and the City of Flint.
Policy Inventory and Annual Notification

The University of Michigan-Flint has several policies in place that address the use of alcohol and other drugs. These documents are as follows:

- University of Michigan-Flint Alcohol and Other Drug (AOD) Prevention Policy (Appendix C)
- The Statement of Student Rights and Responsibilities (Appendix D)
- Residence Hall Alcohol and Drug Policy (Appendix E)

The Office of the Vice Chancellor for Student Affairs sends a notification about the alcohol and other drug policy to all enrolled students twice per calendar year.

Fraternities and sororities at the University of Michigan-Flint that hold national charters are required to comply with all national rules in order to maintain campus recognition. The Office of Greek Life adheres to the National Panhellenic Conference (NPC) Manual of Information regarding policies and procedures on alcohol and other substance abuse. NPC policies and resolutions can be accessed at http://www.npcwomen.org/college-panhellenics/npc-documents.aspx. Resolutions offering policy recommendations to College Panhellenics are on file with the National Panhellenic Conference Office in Indianapolis, IN 46268.

Additionally, University Human Resources notifies faculty and staff about the policy in an annual electronic memo. These notices include links to electronic information about services available through Faculty and Staff Assistance Program (FASAP), Understanding U and M-Healthy Community.

**Faculty and Staff Assistance Program (FASAP)** is a group that provides counseling and direction for family/marital/partner concerns, emotional concerns (depression, anxiety), stress from financial difficulties, alcohol or other drug abuse, and child/adolescent development issues.

**Understanding U** is a program designed to help managers understand and recognize who may need assistance. The program provides concrete information to help managers handle emotional or stress related performance concerns with the employee to achieve improved work performance while understanding the complexities involved in depression, anxiety, stress, or substance abuse.

**M-Healthy Community** is a program designed to help employees maintain good health. The program does not focus on substance abuse but on the overall health of the employee. Email notification is sent to all faculty and staff for these programs. Both FASAP and Work Life mail postcards to University faculty and staff regarding their services.

University Human Resources offers orientation sessions to all new faculty and staff that include information about the University’s alcohol and other drug policy as well as the support programs that are available. Please see Appendix F. These slides have been part of new faculty/staff orientation since 1998. Additional information regarding Work/life balance information and M-Healthy Community was added to the slides in 2007 and continues to be updated on an annual basis.

During orientation new faculty and staff are also provided with information regarding whom to contact when encountering a student in need of assistance. This includes accommodations for ADA compliance, as well as resource information about alcohol, tobacco, or other drug issues. This information has been a part of orientation since 2002.

Finally, the Department of Public Safety posts the University’s Alcohol and Other Drug Prevention Policy on its website and in the Campus Security and Fire Safety Annual Report.
Campus Statistics: Alcohol and Drug-Related Incidents

Both the Office of Student Life and the Department of Public Safety maintain databases of incidents that involve alcohol and drugs. Table 3 includes drug and alcohol related arrests, as well as those incidents that are referred for disciplinary action.

<table>
<thead>
<tr>
<th>Offense</th>
<th>Year</th>
<th>On Campus Property</th>
<th>Non Campus Property</th>
<th>Public Property</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Property</td>
<td>Residential*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violation arrests</td>
<td>2008</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2009</td>
<td>2</td>
<td>1</td>
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<td>3</td>
</tr>
<tr>
<td></td>
<td>2011</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Liquor Law Violation referred for Disciplinary action</td>
<td>2008</td>
<td>18</td>
<td>18</td>
<td>0</td>
<td>18</td>
</tr>
<tr>
<td></td>
<td>2009</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2010</td>
<td>43</td>
<td>43</td>
<td>0</td>
<td>43</td>
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<tr>
<td></td>
<td>2011</td>
<td>38</td>
<td>38</td>
<td>0</td>
<td>38</td>
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<tr>
<td>Drug Abuse Violation arrests</td>
<td>2008</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>2009</td>
<td>2</td>
<td>0</td>
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<td>2011</td>
<td>3</td>
<td>0</td>
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<td>3</td>
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<tr>
<td>Drug Abuse Violation referred for Disciplinary action</td>
<td>2008</td>
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<td>0</td>
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<tr>
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<td>2009</td>
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<td></td>
<td>2010</td>
<td>4</td>
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<td>4</td>
</tr>
<tr>
<td></td>
<td>2011</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>

* This column is a subset of on-campus property statistics.

Source: University of Michigan-Flint Department of Public Safety
References

1 Core Alcohol and Drug Survey, Core Institute, Southern Illinois University Carbondale, 2005.

2 Freshman Survey, Higher Education Research Institute, University of California, Los Angeles.
Appendix A
CAS Evidence of Achievement

ATODP must provide evidence of its impact on the achievement of student learning and development outcomes. The table below offers examples of evidence of achievement of student learning and development.

<table>
<thead>
<tr>
<th>Relevant, Desirable Student Learning and Development Outcomes</th>
<th>Examples of Evidence of Achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intellectual Growth</td>
<td>Clarifies personal and educational goal statements; Cites examples of critical thinking through means of logic and reasoning; Uses complex information from a variety of sources including personal experience and observation to form a decision or opinion; Completes educational goals; Applies previously understood information and concepts to a new situation or setting; Expresses respect for literature, the fine arts, sciences and social sciences</td>
</tr>
<tr>
<td>Effective Communication</td>
<td>Writes coherently and effectively; Speaks coherently and effectively; Expresses themselves effectively through a variety of mediums; Effectively articulates abstract ideas; Uses appropriate syntax; Exhibits the ability to make presentations</td>
</tr>
<tr>
<td>Enhanced Self-Esteem</td>
<td>Shows self-respect and respect for others; Initiates actions toward achievement of goals; Takes reasonable risks; Develops intrapersonal and interpersonal skills</td>
</tr>
<tr>
<td>Realistic Self-Appraisal</td>
<td>Articulates personal skills and abilities; Acts in congruence with personal values; Acknowledges personal strengths and weaknesses; Articulates rationale for personal behavior; Seeks feedback from others; Learns from experience</td>
</tr>
<tr>
<td>Values Clarification</td>
<td>Demonstrates willingness to identify and analyze personal beliefs, values and choices; Examines impact of choices on self, and others; Identifies personal, work, lifestyle, values, and can explain how they influence decision-making</td>
</tr>
<tr>
<td>Career Choices Clarification</td>
<td>Takes steps to explore future direction; Documents knowledge, skills and accomplishments resulting from formal education, work experience, community service and volunteer experiences; Makes the connections between classroom and out-of-classroom learning; Articulates the characteristics of a preferred work environment</td>
</tr>
<tr>
<td>Leadership Development</td>
<td>Participates in a student organization, athletics, study group or support group; Demonstrates the ability to effectively work with others to accomplish a goal</td>
</tr>
<tr>
<td>Healthy Behavior</td>
<td>Chooses behaviors and environments that promote health and reduce risk; Participates in health-promoting activities; Exercises regularly; Eats nutritious meals; Avoids unhealthy substances; Chooses behaviors that contribute to a healthy community; Articulates the importance of a healthy lifestyle; Identifies personal risk factors that impede optimal physical and emotional health; Recognizes mental health and/or substance abuse concerns and accesses resources</td>
</tr>
<tr>
<td>Meaningful Interpersonal Relationships</td>
<td>Learns and refines skills to establish and cultivate interpersonal relationships; Establishes mutually rewarding relationships with friends and colleagues; Listens to others and accepts their right to their own beliefs and choices; Negotiates interpersonal conflict effectively; Treats others with respect</td>
</tr>
<tr>
<td>Independence</td>
<td>Exhibits self-reliant behaviors; Demonstrates reliability and time management skills; Seeks advice and support appropriately</td>
</tr>
<tr>
<td>Collaboration</td>
<td>Works cooperatively with others; Seeks the involvement of others; Seeks feedback from others; Contributes to achievement of a group goal; Possesses effective listening skills; Demonstrates time management</td>
</tr>
<tr>
<td>Social Responsibility</td>
<td>Abides by institutional, legal policies and laws; Respects others’ right to a safe, healthy, and low risk living and learning environment; Challenges unfair, unjust, uncivil or discriminatory behavior of individuals or groups; Participates in service/volunteer activities on-campus or in the community. Understands and participates in relevant governance systems</td>
</tr>
<tr>
<td>Satisfying and Productive Lifestyles</td>
<td>Achieves balance between education, work and leisure time; Articulates and meets goals for work, leisure and education; Develops skills to manage obstacles that hamper goal achievement; Functions on the basis of personal identity, ethical, spiritual and moral values</td>
</tr>
<tr>
<td>Appreciating Diversity</td>
<td>Understands one’s own personal identity and cultural background; Seeks involvement with people of various cultures, lifestyles, and experiences; Seeks involvement in diverse activities; Articulates the advantages and challenges of a diverse society; Challenges behavior that does not tolerate diversity</td>
</tr>
<tr>
<td>Spiritual Awareness</td>
<td>Identifies and develops personal beliefs; Understands roles of spirituality in personal and group values and behaviors</td>
</tr>
<tr>
<td>Personal and Educational Goals</td>
<td>Sets, articulates, and pursues healthy individual goals; Uses personal goals to guide decisions; Understands how personal goals and behavior affect others</td>
</tr>
</tbody>
</table>
Appendix B
Freshman Survey Sample Questions

26. For the activities below, indicate which ones you did during the past year. If you engaged in an activity frequently, mark [F]. If you engaged in an activity one or more times, but not frequently, mark [O] (Occasionally). Mark [N] (Not at all) if you have not performed the activity during the past year. (Mark one for each item)

Attended a religious service
Was bored in Class
Participated in organized demonstrations
Tutored another student
Studied with other students
Was a guest in a teacher's home
Smoked cigarettes
Drank beer
Drank wine or liquor
Felt overwhelmed by all I had to do
Felt depressed
Performed volunteer work
Played a musical instrument
Asked a teacher for advice after class
Voted in a student election
Socialized with someone of another racial/ethnic group
 Came late to class
Used the Internet for research or homework
Performed community service as part of a class
Used a personal computer
Discussed religion
Discussed politics:
   In class
   With friends
   With family
Worked on a local, state, or national political campaign

33. Mark one in each row:
Agree Strongly; Agree Somewhat; Disagree Somewhat; Disagree Strongly

There is too much concern in the courts for the rights of criminals
Abortion should be legal
The death penalty should be abolished
Marijuana should be legalized
It is important to have laws prohibiting homosexual relationships
Racial discrimination is no longer a major problem in America
Realistically, an individual can do little to bring about changes in our society
Wealthy people should pay a larger share of taxes than they do now
Colleges should prohibit racist/se.xist speech on campus
Same-sex couples should have the right to legal marital status
Affirmative action in college admissions should be abolished
The activities of married women are best confined to the home and family
Federal military spending should be increased
If two people really like each other, it’s all right for them to have sex even if they’ve known each other for only a very short time
The federal government should do more to control the sale of handguns
Only volunteers should serve in the armed forces
The federal government is not doing enough to control environmental pollution
A national health care plan is needed to cover everybody's medical costs
Grading in the high schools has become too easy
Undocumented immigrants should be denied access to public education
Through hard work, everybody can succeed in American society
Dissent is a critical component of the political process
Appendix C
University of Michigan-Flint Alcohol and Other Drugs (AOD) Policy

Office of the Vice Chancellor for Student Affairs

Effective Date: September 1, 2000

Updated/revised: Winter 2010

Introduction
The University of Michigan-Flint, is committed to providing a safe, healthy learning community for all its members. The University recognizes that the improper and excessive use of alcohol and other drugs may interfere with the University's mission by negatively affecting the health and safety of students, faculty and staff. Problems such as vandalism, assault, harassment, and disruption of sleep and study space increase in relation to misuse. It is due to the harm caused by excessive and illegal use that the University has a vested interest in establishing policies to prohibit unlawful behavior, and sanctions to address policy violations by members of the UM-Flint community.

Under the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendments of 1991, the University is required to have an alcohol and other drug policy and distribute this policy annually to all employees and students. This policy must outline the University's prevention, education and intervention efforts, and consequences that may be applied by both the University and external authorities for policy violations. The law also requires that individuals be notified of possible health risks associated with the use and abuse of alcohol and other drugs, and sources of assistance for problems that may arise as a result of use.

Alcohol and Other Drugs Policy

Employees, students, and campus visitors may not consume, possess, distribute, or be under the influence of non-prescription drugs and/or alcoholic beverages on University property, with the following exception:

1. University functions at which use of alcohol is approved.

Michigan law prohibits the dispensing, selling or supplying of drugs or alcoholic beverages to a person under twenty-one years old. While on University property all individuals are prohibited from possessing, consuming, manufacturing, dispensing, or being under the influence of illegal drugs or engaging in improper self-medication.

All members of the campus community are also governed by laws, regulations and ordinances established by the state and local municipalities, and will be held accountable by law enforcement representatives of those entities for any illegal activity. It is the responsibility of all campus members to be aware of these laws.

Alcohol and Other Drug Prevention Program

Changing the community culture from one that is indifferent to, or tolerates, the harm caused by excessive and illegal use requires participation by all members of the community. The University of Michigan-Flint has a comprehensive substance abuse prevention program, which utilizes nationally recognized best practices. These practices are employed in order to actively promote an environment that discourages the harmful abuse of alcohol and other drugs, and strives to prevent subsequent negative outcomes. Strategies that are utilized include: informing students about alcohol and other drug policies, and possible consequences for policy violations; educational media campaigns, promoting legal, moderate use;
providing information to students’ parents about alcohol issues on campus during parent orientation; facilitating various education, skill building, and intervention programs to assist students in gaining knowledge and skills; and providing resources and support for students who seek treatment services. For more information, please contact the Assistant Vice Chancellor for Student Affairs at 810-762-3456.

Health Risks

The use or abuse of alcohol and other drugs increases the risk for a number of health related and other medical, behavioral, and social problems. These include acute health problems related to intoxication or overdose (blackouts, convulsions, coma, death); physical and psychological dependence; malnutrition; long-term health problems, including cirrhosis of the liver, organic brain damage, high blood pressure, heart disease; contracting diseases, such as AIDS, through sharing of hypodermic needles; pregnancy problems, including miscarriages, fetal alcohol syndrome (physical and mental birth defects); psychological or psychiatric problems; diminished behavior (hangovers, hallucinations, disorientation, slurred speech); unusual or inappropriate risk-taking which may result in physical or emotional injury or death; violent behavior towards others, such as assaults and rape; accidents caused by operating machinery while impaired; impaired driving resulting in alcohol and drug-related arrest, traffic accidents, injuries and fatalities; negative effects on academic work performance; conflicts with co-workers, classmates, family, friends and others; conduct problems resulting in disciplinary actions, including loss of employment; and legal problems, including imprisonment.

Counseling and Treatment Programs

The University of Michigan-Flint encourages individuals with alcohol or other drug-related problems to seek assistance.

Students:

The Campus Counselor (810-762-3456) can provide information on local, state, and federal resources available for those seeking assistance.

Faculty and Staff:

The University of Michigan encourages individuals with alcohol or other drug related problems to seek assistance. For information on confidential, no cost services through the University’s Faculty and Staff Assistance Program (FASAP), please contact Human Resources at (810) 762-3150 (Flint Campus).

Alcohol and Other Drugs Policy and Student Organizations

The University of Michigan-Flint expects each student organization to promote behavior that is consistent with this Policy. Student organizations will be held to the highest standards and will be expected to comply with all federal, state and local laws, thus minimizing criminal and civil liability to the organization and its members, while helping to assure the personal safety and welfare of its members and guests. The following guidelines are recommended:

1. It is illegal for student organizations to sell alcohol in the state of Michigan. Student organizations can significantly improve personal safety and reduce liability by not providing alcohol to any person.
2. If alcohol is to be present at an organization-sponsored activity, the organization can provide for the safety of its members and reduce its liability if:
   1. Alcohol is not the focus of the event;
2. Attractive alternative beverages are provided;
3. Procedures are in place to prevent service or sale to persons under the legal age of 21;
4. Alcoholic beverages are not purchased with organization funds nor with the contributions of individual members;
5. Alcohol is not served from common or self-serve containers;
6. Service complies with this Policy, as well as the rules of the facility;
7. Designated non-drinking hosts are assigned to attend the event.
8. Assist any attendee who is intoxicated with finding alternative transportation home.

If alcohol is to be present at an event, the preferred method of serving alcohol is to use a caterer or hold the event at a site provided by a vendor who is licensed to sell and serve alcohol. If these methods are not possible, the next best option is to request that guests of age bring a reasonable and limited amount of alcohol that only they will personally consume at the event. Schools, departments, units and administrative offices as appropriate are expected to encourage student organizations' compliance with these expectations and recommendations.

**University Sanctions**

**Students:** The University has established expectations for non-academic student conduct under the Statement of Student Rights and Responsibilities. The illicit use of alcohol and other drugs is considered misconduct and subject to disciplinary action:

- “Illegally possessing or using alcohol”
- “Illegally distributing, manufacturing, or selling alcohol”
- “Illegally possessing or using drugs”
- “Illegally distributing, manufacturing, or selling drugs”

The Statement of Student Rights and Responsibility is administered by the Division of Student Affairs (DSA) (http://www.umflint.edu/safety/documents/StudentRights.Bro.pdf). Sanctions cover a wide range of educational assignments and obligations, including but not limited to suspension and expulsion from the institution. The Assistant Vice Chancellor for Student Affairs oversees conduct and hearing processes as outlined in the Statement of Student Rights and Responsibilities.

Academic units of the University may also have written or implied policies concerning management of alcohol use and their response to the illicit use of alcohol and other drugs in the academic setting. Students are expected to know and understand these additional policies and abide by them.

**Student Organizations:** Policy violations by student organizations will be handled through the student organization judicial process administered through the Office of Student Life.

**Staff and Faculty:** Sanctions for violations by faculty and staff are governed by policies within individual departments and any applicable guidelines set by University regulations (Regents' Bylaw 5.09, Standard Practice Guide 201.12 (http://spg.umich.edu/section/201/)), appropriate collective bargaining agreements, and other applicable policies or procedures. Appropriate sanctions may include: verbal or written warnings, a mandated rehabilitation program, probation, suspension, and termination. In each case there are likely to be different circumstances that are relevant for understanding the situation and determining the appropriate sanction.

**Students/Faculty/Staff and Student Organizations:** Unlawful possession, manufacture, use, or distribution of alcohol or illicit drugs by faculty, staff, or students on University property or as a part of
any University activity may lead to sanctions within the University, the severity of which shall increase as the seriousness of the violation increases. Sanctions include:

- A verbal or written reprimand;
- Completion of an appropriate rehabilitation program;
- A disciplinary warning, with notice that repetition of the offense or continuation of the offense may result in a more serious sanction;
- Suspension from the University (student) or from employment (employee) or from a specified University activity or facility for a fixed period of time or until completion of specific conditions, such as completion of an appropriate rehabilitation program;
- Expulsion from the University (student) or termination of employment (faculty or staff); and/or
- Other appropriate sanctions.

External Sanctions
Federal laws impose significant criminal penalties for the unlawful possession, use, manufacture or distribution of alcohol and illicit drugs. These penalties include fines and/or imprisonment.

Alcohol: Under Michigan law it is illegal for anyone under the age of 21 to purchase, consume or possess, or have any bodily content of alcohol. A first time conviction may result in a fine, substance abuse education and treatment, community service and court-ordered drug screenings. There is also a provision for possible imprisonment or probation for a second or subsequent offense. Use of false identification by minors in obtaining alcohol is punishable with a fine, loss of driver's license, probation and community service.

Individuals can be arrested/convicted of operating a vehicle while intoxicated with a blood alcohol concentration (BAC) level at .08 or higher. If a student is under 21, there is a "zero tolerance" law in the state of Michigan and any blood alcohol level of .01 or higher can lead to a minor in possession (MIP) ticket and as well as being cited for operating a vehicle while intoxicated. This is in addition to suspension of driving privileges in the state of Michigan.

Drugs: Unlawful possession, use, or distribution of alcohol or illicit drugs may lead to a referral to the appropriate local, state, and/or federal authorities for prosecution for a misdemeanor or a felony, depending on the nature of the offense. The sanctions for such offenses may include fines and/or imprisonment.

Employee Reporting Requirement

Under the Drug-Free Workplace Act of 1988, in addition to the other requirements of this policy, a faculty or staff member who works in any capacity under a federal grant or contract must notify his or her University supervisor or department head, in writing, of his or her conviction for a violation of any criminal drug statute occurring in the workplace no later than five calendar days after such conviction. This applies to direct charge employees and to indirect charge employees who perform any support or overhead functions related to the grant. The supervisor or department head must then promptly report the violation to the General Counsel's Office.

Distribution of Policy

A copy of this policy statement will be distributed to all faculty, staff and students annually via email at the beginning of fall and winter semesters.
Review of University Prevention Program and Policy

Biennially the University shall review its "Alcohol and Other Drugs Prevention Program and Policy" to determine effectiveness and implement changes, if needed, and to ensure that the University's disciplinary sanctions are consistently enforced.

For More Information concerning this policy, contact the Vice Chancellor for Student Affairs at 810-762-3434.
Appendix D
University of Michigan-Flint
Statement of Student Rights and Responsibilities

INTRODUCTION

The primary purpose of the Statement of Student Rights and Responsibilities (the Statement) is to assist the University of Michigan-Flint (the University) in providing an environment which supports the educational process and the well-being and safety of the campus community. Free inquiry and free expression are essential attributes of the University community. As members of the community, students are encouraged to develop the capacity for critical judgment and to engage in a substantial independent search for truth. The freedom to learn depends upon the opportunities and conditions in the classroom, the campus, and in the larger community. The responsibility to secure and respect general conditions conducive to the freedom to learn should be shared by all members of the academic community. When students choose to accept admission to the University, they accept the rights and responsibilities of membership in the University’s academic and social community.

As members of the University community, students are expected to uphold its values by maintaining a high standard of conduct. Such values include, but are not limited to, civility, dignity, diversity, education, equality, freedom, honesty, and safety. The Statement is intended to define conduct expectations, to identify sanctions which may be imposed when misconduct occurs, and to ensure that students are treated with fundamental fairness and personal dignity. The Statement is an articulation of the University’s commitment to recognize and support the rights of its students and to provide a guide for defining behaviors the University considers inappropriate. It is not, however, meant to be an exhaustive list of all rights supported by the University of all actions which may be considered misconduct.

Within the University, entities (such as schools and colleges, campus, professional, and student organizations) have developed policies that outline standards of conduct governing their constituents and that sometimes provide procedures for sanctioning violations of those standards. This Statement of Student Rights and Responsibilities does not replace those standards; nor does it constrain the procedures or sanctions provided by those policies. This Statement describes possible behaviors which are inconsistent with the values of the University community; it outlines procedures to respond to such behaviors; and it suggests possible sanctions which are intended to educate and to safeguard members of the University community.

Members of the University community are accountable to both civil authorities and to the University for acts which violate the law and this Statement. Disciplinary action at the University will, normally, proceed during the pendency of external civil or criminal proceedings and will not be subject to challenge on the grounds that external civil or criminal charges involving the same incident are pending or have been invoked, dismissed, or reduced.

Nothing in this document should be construed so as to limit the Chancellor’s authority to maintain health, diligence, and order among students under Regents’ Bylaw 2.03.

ACADEMIC RIGHTS

1. Protection of Freedom of Expression. Students are responsible for learning thoroughly the content of any course of study, but are free to take exception to the data or views presented and to reserve judgment about matters of opinion.

2. Protection Against Improper Disclosure. Protection against improper disclosure of information regarding student views, beliefs, and political associations which instructors acquire in the course of their work as instructors, advisors, and counselors is considered a professional obligation.
3. Protection Against Improper Academic Evaluation. Students can expect protection, through orderly procedures, against prejudice or capricious evaluation. Students are also expected to respect the academic freedom of faculty and their rights and responsibilities to determine curriculum and evaluate academic performance.

If any student has a grievance regarding academic practices and policies, there are established procedures within each college and school of the University of Michigan-Flint for resolving such problems. See the appropriate school or college section of the Catalog for a statement of the academic grievance procedure to be followed. Graduate students should consult the Office of Graduate Programs at the University of Michigan-Flint.

For conflicts involving a faculty member, all such procedures require initial consultation with the individual instructor. If the conflict is of a discriminatory or sexual harassing nature, the student should consult with the Human Resources Office or the Assistant Vice Chancellor for Student Affairs. Formal complaints must be filed with the Human Resources Office.

**STUDENT RIGHTS**

Students at the University have the same rights and protections under the Constitutions of the United States and the State of Michigan as other citizens. These rights include freedom of expression, press, religion, and assembly. The academy has a long tradition of student activism and values freedom of expression, which includes voicing unpopular views and dissent. As members of the University community, students have the right to express their own views, but must also take responsibility for granting the same right to others.

Students have the right to be treated fairly and with dignity regardless of race, sex, color, religion, creed, national origin or ancestry, age, marital status, sexual orientation, disability, or Vietnam-era veteran status.

Students have the right to be protected from capricious decision-making by the University and to have access to University policies which affect them. The University has an enduring commitment to provide students with a balanced and fair system of dispute resolution. Accordingly, this Statement will not deprive students of the appropriate due process protections to which they are entitled. This Statement is one of the University’s administrative procedures and should not be equated with procedures used in civil or criminal courts.

Students and student organizations are free to discuss questions of interest to them and to express opinions publicly and privately without penalty. In conveying the ideas and opinions of students, the student press is free from censorship and the need of advance approval.

Editors, managers, and writers must subscribe to the standards of responsible journalism. At the same time, they are protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content.

Students have the right to privacy of personal possessions. Searches and seizures may be conducted by appropriate University officials, but only for specific reasons of probable cause and not freely at will. The student(s) being searched must be notified of the object of the search, unless there is immediate danger to person or property.

**STUDENT RESPONSIBILITIES**

Along with rights come certain responsibilities. Students at the University are expected to act consistently with the values of the University community and to obey local, state, and federal laws.
VIOLATIONS

Students are expected to comply with published University policies. The following behaviors, for example, contradict the values of the University community and are subject to disciplinary action under this Statement:

A. Physically harming another person including acts such as killing, assaulting, or battering

B. Sexually assaulting another person

C. Sexually harassing another person. Sexual harassment consists of sexual advances, requests for sexual favors, and verbal, visual, or physical conduct that stigmatizes or victimizes an individual on the basis of sex or sexual orientation where such behavior:

Involves an express or implied threat to an individual’s academic efforts, employment, participation in University-sponsored extracurricular activities, or personal safety; or

Has the purpose or reasonable foreseeable effect of interfering with an individual’s academic efforts, employment, participation in University-sponsored extracurricular activities, or personal safety; or

Creates an intimidating, hostile, or demeaning environment for educational pursuits, employment, or participation in University-sponsored extracurricular activities.

D. Hazing

E. Stalking or harassing another person

F. Possessing, using, or storing firearms, explosives, or weapons on University-controlled property or at University events or programs (unless approved by the Department of Public Safety; such approval will be given only in extraordinary circumstances)

G. Tampering with fire or other safety equipment or setting unauthorized fires

H. Illegally possessing or using alcohol

I. Illegally distributing, manufacturing, or selling alcohol

J. Illegally possessing or using drugs

K. Illegally distributing, manufacturing, or selling drugs

L. Intentionally and falsely reporting bombs, fires, or other emergencies to a University official

M. Stealing, vandalizing, damaging, destroying, or defacing University property or the property of others

N. Obstructing or disrupting classes, research projects, or other activities or programs of the University; or obstructing access to University facilities, property, or programs (except for behavior that is protected by the University’s policy on Freedom of Speech and Artistic Expression)

O. Making, possessing, or using falsified University document or record; altering any University document or record, including identification cards
P. Assuming another person’s identity or role through deception or without proper authorization. Communicating or acting under the guise, name, identification, email address, signature, or indicia of another person without proper authorization, or communicating under the rubric of an organization, entity, or unit that you do not have the authority to represent

Q. Failing to leave University-controlled premises when told to do so by a police or security officer with reasonable cause.

R. Conviction, a plea of no contest, acceptance of responsibility or acceptance of sanctions for a crime or civil infraction (other than a minor traffic offense) in state or federal court if the underlying behavior impacts the University community

S. Misusing, failing to comply with, or jeopardizing Statement procedures, sanctions, or mediated agreements, or interfering with participants involved in the resolution process

T. Violating University computer policies

SCOPE OF THE VIOLATIONS

Behavior which occurs in the city of Flint, on University-controlled property, or at University sponsored events/programs may violate the Statement. Behavior which occurs outside the city of Flint or outside University-controlled property may violate the Statement only if the behavior poses an obvious and serious threat to harm to any member(s) of the University community.

The Statement of Student Rights and Responsibilities is intended to incorporate other specific University policies by reference. These policies include: Information Technology Services (ITS) Technology Policies, and A Resident’s Guide to Community Living from the Office of Housing and Residential Life (available in their entirety at www.umflint.edu/its/services/policies.htm, www.umflint.edu/housing/policyproceduremanual.htm.) The Statement will be used to address violations of these policies only if the violation warrants a process or a sanction beyond what is available in these policies. In such cases, policy adjudicators may take intermediate action regarding a complaint as defined by their individual policy; however, final resolution may occur under the procedures outlined in this Statement.

PROCEDURES

The University will use the following procedures to respond to behavior which goes against the values of the University community as defined in this Statement. The University considers the procedures for resolving disputes a part of its educational mission and is committed to a process that provides for peer review. Persons who have questions about the Statement should contact the Assistance Vice Chancellor for Student Affairs who provides support to all participants. Resolution and appeal processes are administrative functions and are not subject to the same rules of civil or criminal proceedings. Because some violations of these standards are also violations of law, students may be accountable to both the legal system and the University.

Any person who knowingly and intentionally files a false complaint under these procedures is subject to disciplinary action.

Records of non-academic misconduct will be maintained by the Assistant Vice Chancellor for Student Affairs and destroyed seven (7) years after the charged student’s separation from the University.

For good cause, any times limit in these procedures may be extended by the Vice Chancellor for Student Affairs.

The Hearing Panel is not bound by the legal rules of evidence.
The Hearing Panel shall exercise control over the hearing to avoid needless consumption of time and to prevent the harassment or intimidation of witnesses. The Hearing Board may limit testimony based on redundancy or lack of relevancy.

Stage I: Initiating the Resolution Process: any student, faculty member, or staff member may also submit a complaint based upon information reported to that person. All complaints must be submitted to the Assistant Vice Chancellor for Student Affairs (AVC DSA), in writing, within six months after the incident(s) alleged in the complaint. The AVC DSA may waive the six-month limitation when a late submission is reasonable. If the AVC DSA determines, based on an investigation, that the alleged behavior may be a violation of the Statement, the AVC DSA will notify the accused student and schedule a meeting as described below.

State 2: Resolution Process: The AVC DSA will meet with the accused student to explain the complaint and the resolution process. The student may be accompanied by an advisor. The student will have the opportunity to ask questions and make a statement. The AVC DSA will inform the accused student (1) that statements the student makes to the AVC DSA may be considered at any hearing, (2) that the student does not have to make a statement at the initial meeting, (3) that all disciplinary records are confidential to the extent permitted by law, and (4) that the student has a right to know the potential sanctions before admitting responsibility (but may not appeal if he/she accepts responsibility without asking about sanctions).

The accused student has a choice of the following methods of dispute resolution:

A. Acceptance of Responsibility: The accused student has the option of accepting responsibility for the charges and accepting the sanction chosen by the AVC DSA. Upon request, the accused student has the right to know the potential sanctions before accepting responsibility, however the accused student may not appeal if he/she accepts responsibility without asking about sanctions. The accused student also has the option of accepting responsibility for the charges and requesting a hearing on the sanctions under the procedures outlined in B.

B. Hearing: The accused student may choose to have a Resolution Officer or a Student Resolution Panel arbitrate the dispute. In cases which involve more than one accused student, the students will have the option of choosing whether they have the same or separate hearings. If students cannot agree, the hearings will be separate.

Each party may be accompanied at the hearing by a personal advisor, who may be an attorney; however, the advisor may not participate directly in the proceedings, but may only advise the party. For example, the advisor may not question witnesses or make presentations.

At a hearing, the AVC DSA will be in charge of preparing and submitting information gathered during the investigation. Both parties may have access to all written or other information that will be considered prior to the hearing. Both parties have the right to the names of witnesses providing information prior to the hearing.

During the hearing, the Resolution Officer, AVC DSA, accused student, complaining witness and student panelists (if applicable) have the right to question (See Appendix A) the complaining witness and the AVC DSA. Each of the above enumerated persons may also ask questions of (1) the accused student, if he/she chooses to testify and (2) of any witnesses who have presented information. Silence by the accused will not be used as evidence of responsibility for a charge. Witnesses may be present in the hearing room only when they are presenting information. At any time during the hearing, the accused student may request a recess to consult with his/her advisor.

The accused student, complaining witness, and AVC may also present written reports to the panel or Resolution Officer. The accused student and complaining witness may make statements to the panel or Resolution Officer at the beginning and end of the proceeding.
To ensure the privacy of the parties and to maximize the educational potential of the process, both parties must agree to the admission of any other people (except witnesses or advisors) to the hearing. To ensure fairness and consistency, and to maximize the educational potential of the process, panelists must have access to details, rationales, and results of past cases. The student is presumed no responsible unless clear and convincing evidence is presented that a violation of the Statement has occurred.

A tape recording will be made of Statement hearings, and will be made available (in the Assistant Vice Chancellor’s office) to the accused student or complaining witness upon request during the period in which an appeal may be filed or is pending. In all cases, the Resolution Officer will issue a written decision containing findings of fact, conclusions as to responsibility, and rationales for all sanctions imposed.

The hearing body will deliberate in closes session and its decision will be communicated to the student charged, in writing, by the Assistant vice Chancellor for Student Affairs within five (5) days.

**Stage 3: Appealing the Resolution Process:** An appeals process is an essential safeguard for an imperfect human process that attempts very hard to be fair. The appeal process is available to each party. Appeals may be filed for the following reasons: proper procedures were not followed, the evidence clearly does not support the findings(s), sanctions are insufficient or excessive relative to the violation, or there is new evidence not reasonably available at the time of the hearing. All appeals must be submitted in writing to the Vice Chancellor for Student Affairs within ten (10) academic calendar days following the Assistant Vice Chancellor’s (AVC DSA) decision to accept or modify the recommendations resulting from the hearing. The Vice Chancellor for Student Affairs (VC DSA) may waive the 120 day limitation when a late submission is reasonable. Appeals will be reviewed by the Faculty Committee for Student Concerns. The Faculty Committee for Student Concerns may take one of the following actions: confirm the decision made through the hearing process, alter the sanctions(s), or recommend a re-hearing.

**SANCTIONS**

Sanctions are designed to promote the University’s educational mission. Sanctions may also serve to promote safety or to deter students from behavior which harms, harasses, or threatens people or property or is motivated by bias because of membership in a group listed in Paragraph 2 under Student Rights. Although it is inappropriate for the University to try to change a student’s convictions, it is appropriate for the University to ask a student to change inappropriate behavior. Some behavior is so harmful to the University community or so deleterious to the educational proves that it may require more serious sanctions: removal from housing, removal from specific courses or activities, suspension from the University, or expulsion. One or more of the following sanctions may be recommended:

**A. Formal Reprimand:** A formal notice that the Statement has been violated and that future violations will be dealt with more severely.

**B. Disciplinary Probation:** A designated period of time during which the student is not in good standing with the University. The terms of probation may involve restrictions of student privileges and/or set specific behavioral expectations. The appropriate University units shall be notified of the student’s probationary status.

**C. Restitution.** Compensation for loss, damage, or injury to the appropriate party in the form of service, money, or material replacement.

**D. Restriction from Employment at the University:** Prohibition or limitation on University employment.

**E. Class/Workshop Attendance:** Enrollment and completion of a class or workshop that could help the student understand why her or his behavior was inappropriate.
F. **Educational Project:** Completion of a project specifically designed to help the student understand why her or his behavior was inappropriate.

G. **Service:** Performance of one or more tasks designed to benefit the community and help the student understand why her or his behavior was inappropriate.

H. **Removal from Specific Courses or Activities:** Suspension or transfer from courses or activities at the University for a specified period of time.

I. **No Contact:** Restriction from entering specific University areas and/or all forms of contact with certain person(s).

J. **Suspension in Abeyance:** During Suspension in Abeyance, the student remains enrolled. However, any violation of the conduct regulations during the period of Suspension in Abeyance will, after a determination of guilt, result in automatic suspension.

K. **Suspension:** Separation from the University for a specified period of time or until certain conditions are met. When a student is suspended during a term, he or she is not exempted from the payment of tuition for that term.

L. **Expulsion:** Permanent separation from the University. When a student is expelled during a term, he or she is not exempted from the payment of tuition for that term.

M. **University Housing Transfer or Removal:** Placement in another room or removal from University housing.

**RELATED PROCEDURES**

A. **Emergency Suspension.** If a student’s actions pose an immediate danger to any member of the University community, the Vice Chancellor for Student Affairs or a designee may immediately suspend the student pending a meeting. Except in extraordinary circumstances that meeting will be scheduled within two academic calendar days. At this meeting, the student will be informed of the nature of the alleged violation, presented with available evidence, and given the opportunity to make a statement and present evidence. If the emergency suspension is continued, the student will be offered a hearing option within ten academic calendar days.

B. **Procedural and Interpretive Questions.** All procedural and interpretive questions concerning the Statement will be resolved by the Vice Chancellor for Student Affairs (VC DSA) or a designee. At any time, the VC DSA or the Assistant Vice Chancellor (AVC DSA) may consult the Office of General Counsel about a case or procedures.

C. **Selection of Student Panelists, Resolution Officers, and Appeals Committee Members.** Members of the Student Judicial Board, whose selection is outlined in the Student Government Constitution, will serve as student panelists. Resolution Officers are recommended by the Faculty Council and/or Vice Chancellor for Student Affairs. Each Student Resolution Panel will consist of three (3) voting student panelists and a non-voting Resolution Officer.

D. **Records of Resolution Actions.** Records will be maintained by the AVC DSA with regard to any and all actions taken under the Statement. Accordingly, records will be maintained by the AVC DSA of complaints, hearings, findings, and sanctions. For each case in which a complaint is issued, including cases where the student accepts responsibility, the record will recite the facts of all conduct found or admitted to be in violation of the Statement with sufficient specificity to indicate that a violation of the Statement occurred. Confidentiality of records will be maintained to the extent permitted by law and the University of Michigan-Flint Rights and Records Policy. If a student is suspended or expelled, a notation will be made on the
student’s academic record. The notation of suspension will be removed at the time the student is readmitted to the University.

E. Student Access to Records. Records and documents that will be considered during a hearing will be made available in advance to all parties but may be redacted to protect the privacy rights of individuals not directly involved in the resolution process.

F. Reports of Actions. Statistical reports of actions taken through the Statement will be published following each academic term. These data will cover the number of complaints and the types of violations, resolutions, and sanctions.

G. Concurrent Legal and Statement Proceedings. To ensure the educational potential of the process and in fairness to a complainant, the University should provide a prompt response to behavior which goes against the values of the University as defined by the Statement. In the interest of fairness to an accused student, however, a student undergoing civil or criminal actions for the same behavior which forms the basis of a complaint under this Statement, may request a reasonable delay of the Statement resolution process until external proceedings are resolved. In determining whether a request is reasonable, the AVC DSA will evaluate the unique circumstances of the case, including the length of the delay and the impact of delay on the complainant and community, in addition to protecting the integrity of the resolution process. In granting a request for a delay, the AVC DSA may implement conditions on continued enrollment, as appropriate. If an accused student’s request for delay is denied, he or she may withdraw from enrollment and may not re-enroll until authorized by the Vice Chancellor for Student Affairs or his/her designee.

H. Amending the Statement of Student Rights and Responsibilities. The Student Government, the Faculty Council, or the Executive Officers of the Flint campus may propose amendments to the Statement. All proposed amendments will be reviewed by the Faculty Committee for Student Concerns. After consultation with each of the above mentioned groups, as well as the Vice Chancellor for Student Affairs, the Faculty Committee for Student Concerns will forward the proposed amendments to the Chancellor of the University of Michigan-Flint with the committee’s recommendation on implementation. The final decision on amending the Statement will be the Chancellor’s.

The chancellor will endeavor to communicate his or her decision to accept or reject each of the proposed amendments in a public and timely manner, during the regular academic year. It is suggested that the chancellor’s communication to the student body state rationale for each decision to reject an amendment. The Vice Chancellor for Student Affairs has the authority to publish procedures for the amendment process.

Appendix A

The following protocol will be observed during hearings:

Witness: Witness (complainant or other) has the opportunity to make a statement; panelists question the witness; charged student questions the witness; panelists ask any follow-up questions.

Charged Student: Charged student has the opportunity to make a statement; panelists question the charged student.

Appendix B

The Judicial Board (J-Board) shall consist of five students. Candidates for the Judicial Board shall be interviewed and appointed by an interview board consisting of seven members as outlined below:
**Composition of Interview Board**

- Two members of the faculty
- J-Board Chief Justice and (1) Associate Justice
- Student Government (SG) (or designee) and Vice President (or designee)
- Vice Chancellor for Student Affairs (or designee)

All appointments to the Judicial Board shall be made by the recommendation of the SG advisor and shall require the confirmation of the SG by a 2/3 vote. The term of office shall last from the time of such confirmation, until such time he/she cease being a student at the University, or until such time he/she resigns or is removed from office.

The Judicial Board shall consist of a Chief Justice, Senior Associate Justice, and three Associate Justices; one of whom shall be elected as secretary. Appointments to the position of Chief Justice shall be given to the most senior member, with the second member being given the position of Senior Associate Justice. The secretary shall be selected from the three remaining members. In the event of a tie for seniority, the members involved in the tie shall become candidates for an election to be held among the members of SG.

For a complete copy of the Student Government constitution, please contact SG at (810) 762-3078 or visit Room 364 University Center.
Appendix E
Residence Hall Alcohol and Drug Policy

Alcohol and Drugs in the Residence Hall

The residence hall is alcohol-free. This means, regardless of age, alcohol is not permitted in the building at anytime. Residents and guests should not possess, transport, consume, or be in the presence of alcohol in any area of the hall. This includes student suites/rooms and any other public areas. Public areas include, but are not limited to, lobbies, hallways, lounges, restrooms, recreation areas, stairwells, elevators, and outdoor areas.

No person shall possess or use paraphernalia related explicitly for alcohol consumption, e.g., funnel, bong, etc. No person shall possess or display empty alcohol containers. Students will be asked to dispose of or remove these items.

Public advertisements of alcohol products are prohibited. This includes any signs or advertisements that are visible from public areas and alcohol signs or other inappropriate displays or objects from outside suites/rooms.

The possession, use, sale, distribution, or manufacture of any illegal substance is prohibited in the residence hall. Possession of drug paraphernalia such as bong, roach clip, hookah/water pipe, hash-style pipe is prohibited.

No funds of a recognized residence hall-based organization or hall council unit may be used to purchase any kind of alcoholic beverage. Organizations that violate this regulation may forfeit their privilege to operate in the residence hall. Individual persons will also be held responsible for violations.

Judicial Process

The judicial system in the hall has been set-up to allow for an educational approach to all incidents that occur in the hall. This includes incidents related to alcohol and other drugs. Sanctions will include but are not limited to learning about the laws associated with alcohol and other drugs, taking a self-assessment through Counseling Services to determine if there is a more serious issue that needs to be addressed, developing programs for other residents as it relates to alcohol and other drugs, and preparing bulletin boards for the building to educate other residents.
On Your Job

Drug-Free Workplace

- Unlawful manufacturing, distribution or possession of controlled substances is prohibited
- Controlled substances include illegal drugs and legal drugs without a physician’s order
- Individuals violating policy are subject to disciplinary action
- Federal grant or contract faculty and staff must notify supervisor within five days of criminal drug conviction
- Staff members experiencing a drug problem are encouraged to seek help from the Faculty and Staff Assistance Program at (734) 936-8660
On Your Job

A Safe and Friendly Environment
Sexual Harassment Policy

Ensuring a community in which the dignity of every individual is respected

Unwelcome sexual advances, requests for sexual favors, and other visual, verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Suggestion (implicit or explicit) that submission or rejection of conduct will be a factor in employment decisions/evaluations;
- Conduct interferes with individual’s work performance or creates hostile work environment.
On Your Job
A Safe and Friendly Environment
Sexual Harassment Policy Office

All members of the University community are responsible for helping prevent and stop sexual harassment
  • Act immediately if you or someone you know is being sexually harassed
  • Contact Flint University Human Resources at 762-3150
  • Refer to SPG 201.89 for more information

Supervisors are responsible for creating/maintaining environment that actively discourages sexual harassment.
On Your Job

Smoking on University Premises

In recognition of environmental tobacco smoke health risks, the University intends to provide a smoke free environment for its faculty, staff, students, and visitors.

Smoking is prohibited in all University buildings, facilities, grounds, and University-owned vehicles.

Please refer to SPG 601.04 for more information.
Your Absences from Work
Family and Medical Leave Act (FMLA)

Federally-mandated leave allows employee to take up to 12 weeks in a year for:
- child care following birth,
- adoption,
- foster care placement,
- for serious health conditions of employee,
- or serious health condition of their family.

- Employee with one year of service will receive University contributions toward benefit plans while on leave.

Refer to SPG 201.30 for more information.
Your Workplace – A Safe and Friendly Environment
Americans with Disabilities Act (ADA)

Prevents discrimination against qualified individuals with disabilities

Provides
- Equitable access to programs, services, and activities
- Reasonable accommodations for staff with disabilities

Contact Flint University Human Resources if you have any questions, at 762–3150.
Accessibility Services for Students

- Accessibility Services:
  Highly individualized and based on need; They may include, but are not limited to: Orientation to campus resources; Course materials in alternative formats; Consultation with student and instructor (with student permission): Special testing arrangements; Access to adaptive equipment and technology.

- Counseling Services:
  Individual and couples’ counseling is free to students enrolled at UM-Flint. Diagnostic testing to identify specific emotional and learning disorders is available for current students. Counselors have experience working with students in many areas including stress, ADHD, depression, eating disorders and relationship concerns.

Contact Student Development, 264 UCEN 762-3456
Your University Resources  
Faculty & Staff Assistance Program (FASAP)

This program is a valuable resource available to all active or retired staff and faculty and their immediate family members. FASAP provides assessment and problem resolution counseling services (up to five sessions at no charge) and referrals to University or community resources, if necessary. FASAP counselors help with such issues as:

- Emotional concerns (depression, anxiety, etc)
- Family/marital/partner concerns
- Grief and Loss
- Alcohol or other drug problems
- Life transitions
FASAP Continued:

- Free and confidential
- Monday evening appointments available
- Brown Bag Educational Seminars

To make an appointment call (734) 936-8660

*Mediation Services for Faculty and Staff* (A group affiliated with FASAP). This service is a confidential and informal channel for addressing workplace concerns.
Your University Resources
Family Care Resources Program (FCRP)

Helping UM families balance work life and family/personal life

- Elder care referrals
- Child care referrals
- Kids Kare at Home (sick and emergency back-up child care)
- Work/Life/Family seminar series
- Maintain a lending library of research and popular press articles and journals on aging, caring for aging relatives, and other work and family issues.

Contact FCRP at (734) 936-8677 or online at www.hr.umich.edu/worklife
UNIVERSITY OF MICHIGAN-FLINT
EXECUTIVE OFFICERS

RUTH J. PERSON
CHANCELLOR

GERARD VOLAND
PROVOST AND VICE CHANCELLOR FOR ACADEMIC AFFAIRS

DAVID BARTHELMES
VICE CHANCELLOR FOR BUSINESS AND FINANCE

MARY JO SEKELSKY
VICE CHANCELLOR FOR STUDENT AFFAIRS