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I. Introduction
The Drug-Free Schools and Communities Act Amendments of 1989 is a federal law that requires institutions of higher education (IHEs) receiving federal financial assistance establish a program to prevent the use of illicit drugs and the abuse of alcohol by its students and employees. To that end, Howard University (HU) has adopted and implemented policies that prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students, faculty, and staff, both on the HU premises and as part of any of University activities. To comply with the federal requirements while promoting and sustaining a safe campus environment, HU uses a multi-disciplinary approach to facilitate its policies through its Alcohol and Drug Prevention Services Network ("the Network").

The Network includes University Counseling Services; the Student Health Center; the Office of the Dean of Student Services; the Office of Human Resources; Center for Drug Abuse and Research (CDAR) and the Department of Public Safety. Whose mission range from providing health services, counseling, referral, and enforcement of sanctions. Through collaborative efforts, members of “the Network” serve as points of contact for students, faculty, staff and other members of the University community seeking assistance with substance abuse matters. Annually students, faculty, and staff receive a written notification that provides the University community with an understanding of the risks associated with using illicit drugs and abuse of alcohol. The notification also includes information about on and off campus resources that are available and the sanctions that can be imposed for violating University policies, federal, state and local laws.

<table>
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<th>Faculty/Staff and Other HU members</th>
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<td>Counseling Service Contact: (202) 806-6870 or (202) 714-7471</td>
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<td>Crisis Line Contact: (202) 345-6709</td>
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<td><a href="mailto:cdar@cdar.howard.edu">cdar@cdar.howard.edu</a></td>
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**II. Biennial Review**

The objective of the biennial review is: 1) Determining the effectiveness of the services and prevention efforts made by members of the Alcohol and Drug Prevention Services Network; 2) Identifying the strengths and weaknesses of its initiatives and activities; 3) Implementing policy and procedures to improve “the Network” services, as needed; 4) Ensuring the enforcement of sanctions is consistent; and
5) The disclosure of the number of drug and alcohol-related violations, fatalities, available resources and sanctions.

III. Inventory of the Alcohol and Drug Prevention Network Goals and Achievements

The Network’s goals are to provide prevention and awareness education about substance abuse to University students and employees. In pursuit of these goals, the Network has established partnerships with community organizations and federal and local agencies, many of which participate in campus-wide events and activities to disclose and distribute prevention and awareness information about the risks associated with substance abuse, resources available on and off campus, and contact information for individuals and agencies that offer support and resources.

A. HU Alcohol and Drug Prevention Activities During the Reporting Period

1. The “Howard University Alcohol and Drug Prevention Notice” was announced and distributed University-wide during the University’s Homecoming Week with the intent to increase awareness about issues related to alcohol and drug abuse. The Notice discloses the University policy, the penalty for violating local and federal laws, health risk and effects of abuse, available resources on and off campus. The Notice is posted on the Department of Public Safety website, http://www.howard.edu/publicsafety and in part published in the Howard University Student Handbook.

2. The Division of Student Affairs distributed a University-wide reminder of prohibited behavior, and the University has a zero-tolerance policy for those who do not adhere to the Code of Conduct, concerning alcohol and drug use and the services available for students, faculty, and staff, e.g., counseling and EAP services.

3. Hosting health and safety fairs on campus at various times throughout the year provides numerous opportunities for the Network and other departments to reinforce our prevention efforts through awareness messages. These health and safety fairs provided a forum to inform students and employees of the dangers, and negative impacts abuse of alcohol and drugs can have on their health and their lives while in the pursuit of life goals and dreams.

4. Continuing the on-going partnerships with local governments and community agencies, e.g., Department of Behavior Health whose mission is to “develop, manage and oversee a public behavioral health system for adults, children and youth and their families that is consumer driven, community-based, culturally competent and supports prevention, resiliency, and recovery and the overall well-being of the District of Columbia.” While the Alcohol Beverage Regulation Administration (ABRA) provide overlapping multi-pronged approaches to prevent underage drinking throughout the District of Columbia, “ABRA” serves the community by sharing information with program partners and educate minors at local colleges, universities, and youth groups; including conduct sale-to-minor compliance checks at alcohol-licensed establishments, the DC Double 101 Check Program, in the District of Columbia.

5. Employee Assistance Program (EAP) services are available through the health plan offered to employees at Howard University. Among EAP services, employees can obtain help with life problems, including those with alcohol and drug dependency issues. Professional counselors are accessible on the telephone or in person, the calls and counseling sessions are free and completely confidential. Trained counselors are available for employees 24 hours a day, seven
days a week, a list of contacts for resources and services on page 3 of this document, for students and employees.

6. Primary Prevention Activities are simultaneously offered with other mental health centers across the nation during National Depression Screening Day and National Alcohol Screening Day. The “Notorious BBP” (before break party), this event is a pre-spring break wellness fair that includes the participation of alcohol drug prevention agencies from the community. The purpose of this fair is to help our students to have a happy and healthy spring break by arming them with the necessary resources to make informed decisions during the break. Another purpose of the fair is to make students aware of wellness resources on campus and in the community. All of this takes place in an atmosphere filled with music, food, and fun — events like this help to remove the stigma of visiting a counseling service.

7. The Howard University newly hired employees receive the Howard University Alcohol and Drug Prevention Notice briefing during “New Hire” orientations.

8. The purpose of the Office of Health Education (Wellness Center), located at the Student Health Center is to educate and encourage students to take an active role in their overall health to ensure a healthier Howard University Campus. The services include health-related presentations, group discussions panels, and workshops providing information to attendees concerning health education, STI (sexually transmitted infection) screening, HIV screening, and counseling while providing the attendee with an understanding of the connection between alcohol/drug usage with sexual assault/consent.

9. The mission of the University Counseling Service is to provide psychological services, crisis intervention, testing, outreach activities, alcohol/drug prevention, and education services to help students meet challenges in learning and contribute to the total and optimal development of the individual to make maximum use of their resources.

UCS provides individual and group counseling/psychotherapy for students dealing with personal, social, emotional and educational concerns. Specialized workshops and primary prevention outreach programs for a number of problems (stress, depression and anxiety management, study skills, suicide education and prevention, drug and alcohol prevention activities, date rape, career choice, the National Depression and National Alcohol Screening Day activities; psychodiagnostic testing; crisis intervention, grief counseling; and consultation to various units of the University.

B. Student Outreach Prevention

1. The Howard University Substance Abuse HIV Outreach Program (HU-SHOP) is one of our unique programs that have events designed to enhance students’ awareness of both substance abuse and wellness decisions. The program sponsors a variety of interactive events and experiences which provide a forum to disseminate information and create an opportunity to change their attitudes and behavior related to Substance Abuse and HIV Prevention. The program remained in operation through 2017 funded by the Substance Abuse Mental Health Services Administration (SAMHSA) via a sub-contract with McFarland Associates.

Howard University students are trained to be Student Peer Educators (SPEs) via the Health Science for Peer Educators course offered in the Department of Health and Human Performance.
To prevent HIV infection in this population, SPEs present awareness sessions, workshops and other peer-led interventions that are designed to enhance knowledge, change attitudes and behavior related to substance abuse, HIV/AIDS, and hepatitis.

2. Beginning in 2017, the Center for Drug Abuse Research initiated the AlcoholEdu online course registration. As indicated on AlcoholEdu’s website, it is an “alcohol education that provides awareness training, alcohol abuse prevention, and safe drinking tips for college students.” The course is “designed for students entering college; this interactive online program uses the latest evidence-based prevention methods to create a highly engaging user experience, inspiring students make healthier decisions related to alcohol and other drugs.” The “tailored content that will engage abstainers, light to moderate drinkers, and frequent drinkers with customized messaging; educate students on the mental and physical the effects of alcohol; and prepare students to engage in bystander intervention.” In 2018, the Center for Drug Abuse Research continued with AlcoholEdu which, “research shows that prevention education is most effective when students engage with the material regularly during their time in college.”

The Network’s approach allows professional both on and off campus with diverse skills, and expertise levels can have a collaborative impact in our efforts to deter alcohol and drug abuse. The goals of many of the campus initiatives and activities are designed to keep members of the university community not only mindful of the effects and health risk involved when abusing alcohol and drug, but also make them aware of the enforcement of sanctions that may result from violating University policies, local and federal laws. In pursuit of these goals, the Network has established partnerships with community organizations, federal and local agencies many of which participate in campus-wide events and activities to disclose and distribute prevention and awareness information about the risk associated with substance abuse, resources available on and off campus, and contact information for individuals and agencies.

IV. Howard University Alcohol and Drug Policies

Despite, the passing of Initiative 71—Legalization of Possession of Minimal Amounts of Marijuana for Personal Use Initiative on February 26, 2015, in the District of Columbia the use and possession of marijuana on Howard University’s campus remain prohibited. Therefore, it is important for the University to continue to reiterate its proactive prevention and awareness message to all students, especially for new and transfer students, to avoid confusion about campus policies and local and federal laws. The University seeks to explain to its students, and all members of its community, that the standard of conduct is the use and abuse of all drugs including tobacco, alcohol, and marijuana is prohibited on Howard University properties regardless of the legal status of those substances. Policy violators will be subject to sanctions including the possibility of expulsion or termination.

Howard University discloses its alcohol and drug policies to students, faculty, and staff in a variety of policy documents. For instance, handbooks for student and employee contain alcohol and drug policy information, distributed in hardcopy and uploaded on the office or department’s websites. Below is a list of documents that contain the alcohol and drug policies as it relates to a member’s affiliation with the University.

### Controlled Substances Policies

- Student Handbook, Student Code of Conduct and Residence Hall Handbook
Student Code of Conduct

Student Alcohol Use Policy

The University prohibits the unauthorized possession, use or distribution of alcoholic beverages. The University enforces all local and federal laws or regulations that regulate and control the sale or use of alcohol. The University limits the use of alcoholic beverages on its campus. Underage drinking is not permitted or sanctioned by the University. Violations of the University's Alcoholic Beverages Regulations and Guidelines are violations of the Student Code of Conduct. Violation of the University's Alcoholic Beverages Regulations and Guidelines, including:

A. Under no circumstances will alcoholic beverages be provided to anyone under 21 years of age. The sale, service, possession, or consumption of an alcoholic beverage is expressly prohibited unless approved by the appropriate University official for students over 21 years of age.

B. Consumption and/or possession of alcoholic beverages in the residence halls are prohibited.

C. Aiding or abetting an underage person in the purchase of alcoholic beverages or providing an underage person with alcohol.

D. Student organizations affiliated with schools and colleges may not serve alcoholic beverages at events without the express written approval of the Academic Dean of the school or college and the Director of Student Activities regarding the location and conditions of possession and consumption. Approval will be given only for those students over 21 years of age. If approved, alcoholic beverages may not be consumed outside of the designated areas for the event. If violations occur, the student organizational leadership along with the coordinator/s of the particular event may be charged under the Code.

E. Student organizations serving alcoholic beverages at off-campus events may not identify these events as University-sponsored or sanctioned events.

F. Disorderly conduct due to all or in part to being under the influence of alcohol is strictly prohibited.

G. Possession of an open alcohol container on campus is strictly prohibited.

H. Consumption of alcohol in a public area.

After consuming alcoholic beverages, students of age must assume full responsibility for their conduct as it relates to the need for the exercise of good judgment, moderation, respect for the rights of others, and the legal regulations of the jurisdictions involved.

Student Drugs/Controlled Substances Use Policy
The University prohibits the possession, use, sale, manufacture, or distribution of illegal drugs or controlled substances and illegal use of prescription drugs. By reference, the University also requires that students comply with any and all laws within the District of Columbia Code that pertain to drugs, drug paraphernalia, and controlled substances. However, if the District of Columbia or Maryland legalizes the possession, use, sale, manufacture, or distribution of any drugs or controlled substance, these actions will still be prohibited on any University owned and operated premises. Also, under federal law, students convicted of a drug-related offense may lose their eligibility to receive federal financial aid.

The University has a "zero" tolerance policy regarding the use of illegal drugs and the improper use of controlled substances and expressly prohibits the possession, use, manufacturing, distribution or intent to distribute and/or sale of a controlled or illegal substance:

A. Examples of these illegal substances are crack cocaine, ecstasy, date rape drugs, marijuana, cocaine, heroin, or any other narcotic or any other controlled substance expressly prohibited by law.

B. The illegal possession, use, manufacturing, distribution or intent to distribute and/or sale of drug paraphernalia.

C. Aiding or abetting an individual or individuals who are in illegal possession, or who have an intent to use, sell, or to distribute or who use, sell, or distribute controlled substances or drug paraphernalia; including allowing persons involved in such activities to visit or stay in their residence hall room, or to be in any University owned or operated property over which they have control.

D. The possession, use, sale, manufacturing, distribution or intent to distribute and/or sale of marijuana, even if it is deemed to be legal in any of the cities, counties, states, or jurisdictions in which the University conducts business or in which a student is engaging in any educational, extracurricular, or athletic activity as a member of and on behalf of Howard University.

To maintain a safe and healthy living, learning, and working environment is a commitment of HU to our students, faculty, and staff. Also, we are required to comply with all applicable federal, state and local regulations regarding alcohol and substance abuse, including the federal requirements of the Drug-Free Schools and Communities Act Amendment of 1989. These matters are not only addressed in this Code but also the Howard University Alcohol and Drug Prevention Policy found on the University’s policy website. (http://www.howard.edu/secretary/policy/directory.htm)

Residence Hall

Drugs and Weapons

The Office of Residence Life has a zero-tolerance policy concerning students found to be in possession of, or using, weapons and/or illegal drugs. The presence of drugs of any sort, or weapons, in a student's room, constitutes possession for these purposes. Students found to be in possession of or using weapons or illegal drugs will be required to vacate University housing immediately without the possibility for housing privileges in University housing ever again. Additionally, such students will face other sanctions including disciplinary actions and possible police action. In such cases, no adjustments or refunds will be allowed against room charges.
Employee Handbook

Alcohol and Substance Abuse Policy

To maintain a safe working environment for all, Howard University prohibits the abuse of alcohol, controlled substances, marijuana or illegal use of drugs that may affect the workplace. Specifically, the University prohibits the possession, use, sale, manufacture or distribution of marijuana and illegal drugs and controlled substances on the University’s premises or when conducting work on behalf of the University. An employee who abuses alcohol or unlawfully uses controlled substances or drugs, including the unlawful use of prescription drugs, on the job, or comes to work under the influence of alcohol, marijuana or illegal drugs, or possesses, sells, or distributes such substances in the workplace, jeopardizes the well-being of everyone, and is subject to disciplinary action.

All employees must comply with all federal and District of Columbia laws that pertain to drugs and alcohol. Of course, nothing in this policy prohibits the appropriate use of legally prescribed medications. However, if the use of legally prescribed medications will impact your ability to perform your job, or your ability to do so safely, you are required to inform your manager or Human Resources.

Howard University may offer assistance to those who may need it because of alcohol or drug-related issues, but its commitment to a safe, productive and drug-free workplace is paramount. The University offers assistance to employees who voluntarily report their drug or alcohol abuse or addiction problem through the Employee Assistance Program. The following conduct is strictly prohibited:

A. Employees reporting to work under the influence of marijuana, alcohol or illegal drugs;
B. Employees reporting to work under the influence of a prescription drug more than the prescribed dosage;
C. Drinking alcohol on the job or University property (except as may be authorized by the President or his designee at approved University social functions and in accordance with applicable laws);
D. Use, manufacture, possession, sale, distribution or offer of marijuana, illegal drugs, including prescription drugs for which the employee has no prescription, on the job or University property.

Violation

Policy violations will result in disciplinary action, up to and including discharge, depending on the circumstances. Any potentially criminal conduct may be reported to the proper police authorities. An employee who violates the policy may also be required to participate in and successfully complete a rehabilitation program as a condition of continued employment. This rehabilitation option will not be made available to employees whose violations include serious misconduct, a judgment to be determined in the sole discretion of the University.

Searches

The University may conduct searches for controlled substances, marijuana, illegal drugs or alcohol anywhere on its premises at any time, with or without prior notice.
Faculty Handbook

Substance Abuse Policy

The term substance abuse, as used in this policy, refers to the use of illegal drugs or controlled substances and to the consumption of alcohol in quantities that will result in an employee is unable to perform work safely and productively. It is the goal of Howard University to protect the public health and environment of all members of the University by promoting a drug-free environment, in accordance with the Drug-Free Workplace Act of 1988. Howard University prohibits the unlawful manufacture, distribution, dispensation, possession, and/or use of any controlled substance or illegal drug on its premises. Employees who engage in prohibited drug or alcohol-related activities will be subject to disciplinary action up to and including termination. The entire text of the University’s policy is outlined in the appendix of this document. All faculty, staff, and students are subject to this policy and required to follow its provisions. Howard University policy prohibits the following:

A. Use, possession, manufacture, distribution, dispensation, or sale of illegal drugs or drug paraphernalia on university premises or in university-supplied vehicles.

B. Use, possession, or any manufacture, distribution, dispensation, or sale of a controlled substance on university premises or in University-supplied vehicles.

C. The use and storage of any illegal drug, drug paraphernalia, or controlled substance, in a locker, desk, or any other repository are unauthorized on University premises.

D. Being under the influence of an unauthorized controlled substance or illegal drug on University premises or in university-supplied vehicles.

E. Use of alcohol that adversely affects the employee’s work performance, safety at work or that of others, or the university’s reputation in the community.

F. Possession, use, manufacture, distribution, dispensation, or sale of illegal drugs off University premises that adversely affects the employee’s work performance or safety, or safety of others, at work.

G. Conviction under any criminal drug statute for a violation occurring in the workplace.

H. Conviction under any criminal drug statute under circumstances that adversely affect the university's reputation in the community.

I. Failure to notify the University of a conviction, under any criminal drug statute for conduct occurring in the workplace within five days of the conviction.

J. Refusal to sign a statement acknowledging receipt of the university's Drug and Alcohol Abuse Policy.

V. Education, Intervention and Support Services

The University recognizes that there are times when personal problems reach a point that requires students, faculty, and staff to turn somewhere for help and guidance. Thus, members having difficulties with alcohol or drugs abuse are encouraged to take full advantage of the services provided at the University and in community-based agencies.

Student and Employees Support and Referrals Services
**Student Health Center**

The Student Health Center has a Health Education Service that offers a variety of services available to help students develop and maintain positive health behaviors and prevent disease. This is accomplished through increasing awareness of various health issues (sexual health, nutrition, weight management, wellness, fitness, alcohol, tobacco, and other drugs), promoting healthy lifestyle choices, providing access health counseling, and conducting health promotion programs and outreach activities. The staff in the Office of Health Education consists of a team of highly trained and experienced health professionals and peer health educators.

**Employee Assistance Program**

Annually, employees of Howard University receive an open enrollment e-mail notification from the Office of Human Resources about employees Health Care and Benefits. It provides a link for employees to access the portal where they can review the current benefits, information about health-related services and resources offered and available University employees. Among the many medical options, employees and members of their family may receive substance abuse counseling and treatment under the University health plan's Employee Assistance Program (EAP). www.MyHowardBenefits.com

**University Counseling Service**

The Individual Counseling and Psychotherapy services provide consultation and a safe place to talk one-to-one about a broad range of concerns: isolation and loneliness, friendship and love, depression and despair, difficult past experiences, separation from family, roommate difficulties, stress and anxiety, substance use and abuse, death and loss of loved ones, developmental issues or concerns. The professional staff provides support and psychological assistance with facing and resolving personal problems. If you are experiencing these problems or others, they can help. The Crisis Service include contact information for emergency intervention that ranges from alcohol or drug overdose, suicide attempts to depression, a suspected suicide, etc. Primary prevention activities, simultaneously offered with other mental health centers across the nation during National Depression Screening Day and National Alcohol Screening Day.

The Self-Help has referral information for substance abuse treatment. Addiction Prevention and Recovery Administration (APRA) promotes access to substance abuse prevention, treatment and recovery support services. DC Residents in need of substance abuse treatment can access services free of charge. HU students need a DC license or a letter from Howard stating that one is a resident. To access services, the Assessment and Referral Center (ARC) conducts an assessment of those who are seeking treatment.

**VI. Alcohol and Drug Enforcement Data**

**Disciplinary Actions and Sanctions for Alcohol and Drug Policy Violations**

Students and employees who violate the University’s alcohol and drug policy will be subject to discipline, ranging from warnings to expulsion from the University for students or employees may be terminated from employment. Department of Public Safety, the Dean of Student Services and Employee Relations facilitates enforcement of the policies violations. As a part of the disciplinary process, the University may request that a student or employee complete a rehabilitation program is certified under state or local government regulations.
Student Disciplinary Sanctions

One or more of the following sanctions may be imposed for any violation of the Code. Failure to perform a lesser sanction, as directed, may lead to the imposition of more severe sanctions, up to and including suspension or expulsion.

Students who are found to have violated the alcohol policy will be required to take an online alcohol education course. This sanction is intended to change high-risk behavior. The course includes six (6) lessons on key issues such as the effects of alcohol consumption on health, drinking and driving, state-specific laws, and alcohol/prescription interactions. Students receive a confidential drinking profile that summarizes personal drinking-related problems, compares drinking habits with social norms, challenges personal expectations, and provides a range of non-drinking strategies.

Students who are found to be in violation of the drug policy will be required to take an online drug education course. This sanction is intended to change high-risk behavior. This course includes six (6) lessons covering a variety of key issues such as marijuana dependence, effects of marijuana use, mental health issues, synthetic marijuana, local laws and legalization issues, and legal penalties associated with use. Students receive a confidential personalized-feedback profile that summarizes the marijuana-related use and negative consequences, compares individual use with social norms, challenges personal expectations, and provides a range of strategies to quit.

Students found responsible for "Possession with the Intent to Distribute" are automatically suspended for no less than one (1) semester. Please note that the above-identified sanctions do not represent the full range of sanctions which may be imposed on a student found "Responsible" for a violation of the Code. Other possible sanctions for students included:

A. **Disciplinary Warning or Reprimand** — a disciplinary warning or reprimand is an official written statement of censure. It is used when a student's behavior is unacceptable but is considered to be minor and/or unintended. It includes a warning that any other violation of the University's Code in which the student is found guilty will result in more severe disciplinary action. The written statement shall be delivered to the student.

B. **Letter of Apology to the Aggrieved Party** — a student may be required to write a letter of apology to the aggrieved party. A draft copy of the letter must be provided to the Director of Judicial Affairs for the final approval, prior to submission to the complainant/s.

C. **Requirement to Seek Counseling** — a sanction may be imposed when a student is found guilty of engaging in disrupting or uncivil behaviors. In such case, the student shall be required to provide evidence to ODSSS of attendance and completion of counseling by a qualified professional.

D. **Participation In, or Conducting, Special Workshops, Classes or Seminars** — a student maybe required to participate in, or to develop, advertise and present special workshops or seminars related to a Code violation. In such a case, the student may be required to present a typed summary of the activity to the ODSSS.

E. **Research Assignment** — a student may be required to complete a research assignment on a topic related to the Code violation within a specified deadline.

F. **Mandatory University or Community Service** — a student may be required to perform work assignments at the University or in the local community.
G. **Restitution** — may be a reimbursement to compensate for the personal injury, property damage, or misappropriation of University or other personal property. It may be in the form of money or services, subject to the discretion of the Hearing Officer or Disciplinary Hearing Board.

H. **Disciplinary Probation** — may be imposed for a specified period of time. A student who is under disciplinary probation will not be permitted to participate in intramural, intercollegiate or club sports, or student clubs and organizations. Such a student may not represent the University in any public function, competition, or performance, hold office in a student organization, or be eligible to join a fraternity or sorority.

Students receiving scholarships for any activities enumerated above may have that scholarship suspended or terminated. The Vice President for Student Affairs makes decisions regarding scholarships in consultation with the Dean for Special Student Services and other appropriate University officials.

I. **Limited Term Suspension** — is appropriate in cases of serious misconduct or cases when a student has violated a condition of disciplinary probation or has failed to meet the stipulations of lesser sanctions. A student may be suspended from the University for the remaining of the semester, or the summer session, in which the sanction is applied, or any portion thereof, for the next semester, or for any other additional periods determined appropriate by the University.

Suspensions are recorded on the student’s permanent record (official transcript). Students suspended from the University are required to return their student identification cards, room keys and other University property and shall be barred from the campus for the duration of their suspension. Exceptions may be granted to this prohibition by ODSSS if it first determines that the barred student must enter University property for the purpose of conducting official business. If a student returns to the campus without permission during the period of suspension, his or her eligibility to be re-admitted to Howard University is jeopardized, and such persons may also be charged with unlawful entry and, thereby, made subject to arrest.

J. **Indefinite Suspension** — indefinite Suspension provides for all conditions described in Limited Term Suspensions but does not give a specific date for the consideration of readmission of the suspended student. This sanction is used in cases of extremely serious misconduct when evidence of rehabilitation must be presented by the student and accepted by the Vice President for Student Affairs before the student is readmitted to the University.

K. **Expulsion** — is the most severe sanction that the University may impose. Expulsion is permanent dismissal from the University. In addition, the student is not eligible for readmission to the University and permanently barred from Howard University-owned or operated the property and from all University-sponsored events. Students expelled from the University are required to return any student identification cards, room keys, and other University property and must leave campus immediately upon notification of being expelled. If an expelled student returns to the campus, he or she will be charged with unlawful entry and may be arrested. An expelled student’s relationship with the University is severed permanently.

Between 2017 and 2018 Howard University experienced an increase of 60 students committing alcohol violations and an increase of 37 students committing drug violations on its campus. In 2017, there were two (2), alcohol-related and eight (8) drug-related arrest. In 2018, there was no alcohol-related arrest, and one student was arrested for a drug-related offense. There were no drug or alcohol-related fatalities recorded on campus in 2017 or 2018.

The University is consistent and progressively administers its sanctions under its judicial process. Data regarding student alcohol and drug violations are recorded in accordance with reporting periods for the
Jeanne Clery Campus Crime reporting requirements and are representative for the year of January 2017 – December 2017 and January 2018 – December 2018.

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<th>Violations</th>
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<td>Online Drug Education Course</td>
<td>8</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol</td>
<td>2018</td>
<td>85</td>
<td>85</td>
<td>Online Alcohol Education Course</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug</td>
<td>2018</td>
<td>148</td>
<td>148</td>
<td>Online Drug Education Course</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

**Employee Disciplinary Actions**

The policy does not alter the employee’s at-will status. Unless other contractual terms apply, the University has the right to terminate the employment relationship at any time for any lawful reason or no reason, as does the employee. The University reserves the right to omit any or all of the levels of discipline depending on the severity of the offense.

However, to avoid the need for discipline or termination, the University will endeavor to provide a process for which employees may be made aware of performance and/or conduct issues, if possible, provide an opportunity for improvement. Such steps may include:

A. **Counseling and Coaching** — at early signs of problems in an employee’s performance, conduct, or attendance, the supervisor should discuss the concern with the employee and counsel him or her to address and correct the problem. If counseling has been ineffective, the supervisor should schedule a coaching meeting with the employee to outline the specific areas of poor performance, conduct or attendance and notify the employee that immediate corrective action is necessary to avoid formal discipline. The supervisor should follow up on such meeting with an email to the employee that reminds him of the initial counseling and summarizes the coaching session.
B. **Formal Disciplinary Action** — if counseling and coaching the employee has failed to result in satisfactory improvement by the employee, the supervisor must contact Human Resources and initiate the formal disciplinary process. Depending on the nature or seriousness or frequency of the problem, the supervisor and HR Business Partner may use one or more of the following steps to influence the employee to correct deficiencies and attain a fully satisfactory level of performance.

C. **Letter of Admonition** — the letter is a more detailed recitation of the employee’s performance or conduct problem(s) and the corrective action the employee must take to resolve the problem/s within the next thirty (30) days. The letter admonishes the employee that failure to take the required corrective action and demonstrate satisfactory conduct and performance may result in more serious discipline, up to and including discharge. It also informs him or her that at the 30-day target date, the supervisor and HR Business Partner will review the situation to determine whether further action is warranted.

D. **Letter of Warning and Performance Improvement Plan (PIP)** — this letter and plan (PIP) are a more formal way to address continued and repeated deficiencies in performance before discharge. In a meeting where a PIP is to be presented, the supervisor typically will meet with the employee and the department’s HR Business Partner, and review the unacceptable conduct and performance. Remind the employee of the specific corrective actions that have previously been recommended in the letter of admonition, and inform the employee of the terms of the PIP. The letter of warning typically memorializes the specific conduct and/or performance issues that were discussed in the warning meeting and contains the PIP, which identifies the specific actions that the employee must take to correct the deficiencies. The letter and PIP set forth deadlines by which the employee must demonstrate satisfactory improvement for each of the corrective actions. Failure to complete the PIP in a satisfactory manner and continue to maintain an acceptable level of performance and conduct after that may result in termination.

E. **Final Warning** — a supervisor and HR Business Partner may decide, based on a variety of factors that a final warning is warranted. A final warning may be used in a variety of circumstances, including to address serious and immediate performance concerns, or where an employee engages in a serious conduct offense. In addition, with the approval of the Vice President of Human Resources, a final warning may be used to extend a PIP deadline by a period not to exceed 30 days to provide the employee one final chance to improve. The time period cover by the final warning and terms will be described in a written letter or memoranda.

F. **Termination** — may occur at any time in the disciplinary process, depending on the specific facts and circumstances of each situation. Because employment at Howard University is terminable at will, there is no requirement that the employee receives any progressive discipline or documentation prior to termination.

Howard University, Office of Human Resources, Department of Employee Relations, data regarding employees Alcohol and Drug violations are recorded in accordance with the reporting periods for the Jeanne Clery Campus Crime reporting requirements and are representative of the year January 2017 – December 2018. Howard University Employee Relations found no reports of referral of any employee to Employee Assistance Program (EAP) nor cited for disciplinary action as a result of substance abuse in
the years 2017 and 2018, or recorded arrest of an employee for drug or alcohol violations, nor were there any employee fatalities as a result of alcohol or illegal drug use.

### Howard University Employees Substance Abuse Violations and Disciplinary Actions

<table>
<thead>
<tr>
<th>Violations</th>
<th>Year</th>
<th>Reported Violations</th>
<th>Disciplinary Actions Imposed</th>
<th>Disciplinary Actions Enforced</th>
<th>Arrests</th>
<th>Fatalities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol</td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug</td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol</td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug</td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### VII. Education and Prevention Through Orientation

Howard University uses its orientation programs to introduce its newly hired employees and newly enrolled students to the University culture, work/academic environments, and its governing policies. Among the information explained and distributed to students, faculty, and staff during orientations are the University policies that describe the standards of conduct regarding abuse of alcohol and illicit drug use, the support mechanisms that are available and the sanctions that will be imposed for policy violations.

Orientation is face-to-face communication in which the University's standards of conduct, alcohol, and drug policies, available support mechanisms, and sanctions that will be imposed for policy violations, are explained to our students, faculty, and staff. In orientation, the goal is to ensure that new students and employees understand that the University takes matters involving substance abuse very seriously.

**On-Campus Orientation** — new and transfer students are required to attend mandatory On-campus Orientation held at the beginning of each fall and spring semester. During the orientation sessions, students will participate in workshops and other critical sessions that offer support and guidance as they embark upon the Howard University experience. At these sessions, attendees are informed about the University’s alcohol and drug policy, available support, and sanctions that will be imposed for policy violations, which are documented in the Student Code of Conduct and the Student Handbook. All new Howard University students are required to complete the Orientation process before the start of classes. For reinforcement of the alcohol and drug policies, additional orientation sessions are held in on-campus housing facilities and for student-athletes and other student organizations.

**Residence Life Orientation** — sessions provide an overview of the Residence Hall online policy that includes the prohibited use of alcohol and drugs. Additionally, during orientation, each resident is required to sign an agreement acknowledging that they will adhere to the policies and procedures contained therein, prior to receiving his/her room keys. Floor and dorm meetings are also held.
throughout the school year to address and inform residents of any issues and changes that come up during their stay.

**Athletic Department Orientation** — team orientation meetings provide an overview of the policies contained within the Student-Athlete Handbook, which also includes regulations regarding the prohibited use of alcohol and drugs. Each student-athlete must abide by both their handbook as well as the Student Code of Conduct. Additionally, all student-athletes may be randomly tested for drug use by both the University and the National Collegiate Athletic Association, in accordance with their drug policy.

**New Employee Orientation** — newly hired employees must complete orientation before they report to their work assignment. During orientation, they receive the Howard University Alcohol and Drug Prevention Notice briefing information about the University policies, local and federal law regarding alcohol and drug use, disciplinary actions that may be taken as a result of policy or law violations and available resources through the Employee Assistance Program (EAP). The policies are contained in the Employees Handbook or accessible on the Office of Human Resources and HUDPS websites.

### VIII. Prevention and Awareness, Through Outreach, Education, and Partnerships

Events, such as health and safety fairs, provide Network partners and community-based organizations with multiple opportunities to educate students and employees about prevention and raise awareness about the harmful effects of alcohol and drug abuse. These events are announced to all students and employees via the University e-mail system.

**University Counseling Service**

Annually, the University Counseling Service (UCS) staff participates in a number of on-campus events; these events include the Safety Awareness Fair, National Depression Screening Day and National Alcohol Screening Day. Another event is the Notorious BBP (Before Break Party). This event is a pre-spring break wellness fair designed to help our students to have a happy and healthy spring break by informing them of the necessary resources to make informed decisions during the break. Another purpose of the fair is to make students aware of wellness resources on campus and in the broader community.

**HU Department of Public Safety**

Annually, the Crime Prevention Coordinator, of the Howard University Department of Public Safety (HU-DPS), hosts a Safety Awareness Fair; all students and employees are invited to attend. The Safety Awareness Fair is a collaborative effort in which on-campus offices, departments and representatives from local agencies and community-based organizations come together to share information about available programs and services designed to inform students and employees of their safety and well-being. Participants include, but are not limited to, University staff available to discuss policies contained in the Student Code of Conduct, including matters regarding substance abuse and sanctions, and Alcoholic Beverage Regulation Administration (ABRA) representatives, e.g., DC Double Check 101 Program, etc. These participants bring the agency’s Community Event Pack which is a hands-on educational tool with activities used to teach about the dangerous effects of alcohol. The Community Event Pack may contain Fatal Vision Goggles, a cup set that measures the amount of alcohol in a poured drink. An “Intoxi Clock” which allows one to enter his/her gender, body weight, number of hours spent...
drinking, and the number of drinks consumed to calculate your Blood Alcohol Content (BAC) and the amount of time your body needs to detox.

**Community-Based and Agency Alcohol Prevention Partner Program**

The Partnerships include District of Columbia community-based organizations accessed through Department of Behavioral Health, the Metropolitan Police Department (MPD), the Addiction and Prevention Recovery Administration (APRA). Alcoholic Beverage Regulation Administration's DC Double Check 101 Program was formed to prevent underage drinking. Under the program, ABRA partners with the Metropolitan Police Department (MPD), Addiction Prevention and Recovery Administration (APRA), American University, Catholic University, Gallaudet University, Georgetown University, George Washington University, Howard University, Trinity Washington University and the University of the District of Columbia. ABRA utilizes a multi-pronged approach to prevent underage drinking in the District through:

- **Education** provides informational sessions at local colleges and universities in addition to youth groups to educate minors about the effects of alcohol and the risks that can be associated with underage and binge drinking. ABRA also provides alcohol awareness and ID compliance training to District alcohol licensees and their staff.

- **Information sharing** meets regularly with DC: Double Check 101 partners, which provide the agency with informational tips on liquor stores, taverns, restaurants, nightclubs, etc. that are suspected of selling alcohol to minors. ABRA utilizes this information to target these establishments for investigations.

- **Sale-to-minor** is compliance checks, investigations routinely conducted at alcohol-licensed establishments across the District to monitor compliance with the underage drinking law.

ABRA works with minors that are trained to assist investigators with sale-to-minor compliance checks. During these compliance checks, minors attempt to purchase alcohol at restaurants, taverns, nightclubs, liquor stores, grocery stores, etc. If the minor is asked to present ID by the establishment, the minor will present his or her real ID with his or her legal age on it. If the minor is asked how old he or she is, the minor is required to respond with his or her legal age. In other words, the minors provide accurate information and do not attempt to deceive the establishment about their age.

If the minor is sold an alcoholic beverage at an establishment, the minor does not drink the beverage. An ABRA investigator would provide the owner and/or ABC manager with a notice informing them of the violation. A sale-to-minor violation is documented as a case report, and a hearing would be scheduled before the Alcoholic Beverage Control Board (Board). The Board has the authority to issue fines, penalties, suspensions or revoke the liquor license of an establishment for selling alcohol to a minor.

The Department of Behavioral Health ensures that high-quality mental health services are available through the public behavioral health system to District residents through a rigorous certification program conducted by the Accountability Administration. DBH certifies a provider to deliver services that support individual recovery with qualified, culturally competent staff in a safe facility. Services include diagnostic assessment, medication, counseling and community support. A provider must comply with local and federal rules and regulations. Providers are located across the District.
IX. Network Evaluation

Network Strengths

The Network goals are to increase HU students, faculty and staff understanding of the negative impact alcohol and drug abuse can have on their life; the university policies and local laws concerning the unlawful possession, use or distribution of illicit drug and alcohol, and the sanction that may result in the violation of the policies and laws.

- The expertise among the Network members enables the staff to provide health services, counseling, advisement, referral, and enforcement of law and university sanctions concerning substance abuse matters. The intent of the collaborative efforts of the Network is to ensure our students and employees are aware of the risk and health effects of substance abuse, the resources, and services that are available to them on and off campus.

- The member of Network understands the importance of including information about substance abuse matters as a part of wellness initiatives and events. The various approaches are designed to enhance knowledge, change attitudes and behavior related to impact substance abuse can have on the lives of our students and employees.

- Continue sponsoring on-campus events and activities that promote a drug-free environment and partnering with local agencies and community-based organizations that are advocates in preventing alcohol and drug abuse, such as the DC Double Check Program administered by the District of Columbia Alcohol Beverage Regulation Administration (ABRA).

- Consistently disclosing alcohol and drug information in documents that are handed out such as the Student Handbook, distributing the Howard University Alcohol and Drug Prevention Notice at orientations and university-wide via email.

Weaknesses and Areas for Improvement

Even though there has been an increased level of communication about the dangers that can occur from abusing alcohol and drug; there are still challenges in deterring use, especially among the student population that could be related to their interpretation of the local law which creates a challenge for the Network in reaching its intended outcome, an alcohol, and drug free campus.

- There is a need for more direct collaboration among members of the Network and segments of the university community that can lead to trust and greater cohesive within the HU community, e.g., when someone appears to be suffering from an addition, it will be promptly reported to the appropriate authorities.

- Being a private university and in an urban environment, HU is still a component of the large community. The collaboration should include discussions how to utilize local agencies and community organizations making those entities an integral part of prevention efforts while providing members of the university community a realistic view of the resources and services available to them. E.g., Encourage the exploration of seeking information in various networks, such as the Drug Enforcement Administration (DEA’s) campus drug prevention efforts, “Prevention Profiles: Take Five launched in January 2018. Each podcast is posted monthly and features interviews with individuals at the federal, national, state, and local levels, based on five questions related to drug abuse prevention among college students.
Consider being more creative on how to disclose alcohol and drug information and the distribution platforms to use that will have the greatest impact on members of the university community.

Program Recommendations

- Develop a comprehensive Alcohol and Drug Abuse Prevention Network that serves the needs of the entire University community with the following recommendations:
  - Establish an office within the University with the appropriate staff to administrate the Howard University Alcohol and Drug Abuse Prevention Network, with trained and qualified personnel who can provide initial intervention services to both students and employees.
  - Seek Alcohol and Drug Abuse Prevention grant funding.
- Routinely communicate with students and employees, through the use of social media of available services and resources that are available on and off campus, and when necessary, encourage them to seek assistance for themselves, family and friends.
- Promote “awareness month,” e.g., April, Alcohol Awareness Month and October, National Substance Abuse Prevention Month, Etc. to bring attention to the problems and issues that may exist and preventive actions that can be considered that can have a positive impact, both at home and in the community.

Summary

Howard University is committed to creating a safe and healthy environment for its students, faculty, and staff by having events and activities that advocate the awareness and prevention of alcohol and drug abuse. An overview of the effectiveness of the Howard University Alcohol and Drug Prevention Services Network ("the Network") efforts, we have a segment of the university population whose behavior indicates we need to restructure the awareness and prevention message is more clear and convincing than their interpretations. The Network must redefine its efforts concerning the identified weakness and the implementation of recommendations while continuing to work towards reducing the abuse of alcohol and use of illicit drugs on our campus. Below lists some of Howard University accomplishments made between January 2017 and December 2018.

1. Beginning in 2017 and continuing in 2018, the Center for Drug Abuse Research initiated the AlcoholEdu online course registration. As indicated on AlcoholEd’s website, it is an “alcohol education that provides awareness training, alcohol abuse prevention, and safe drinking tips for college students.”

2. The Howard University newly hired employees receive the Howard University Alcohol and Drug Prevention Notice briefing during "New Hire" orientations.

3. An abbreviated version of the “Howard University Alcohol and Drug Prevention Notice” continues to be disclosed in the Student Handbook.

4. The Student Health Center’s Office of Health Education (Wellness Center) educates and encourage students to take an active role in their overall health to ensure a healthier Howard University Campus. The services include health-related presentations, group discussions panels,
and workshops providing information to attendees concerning health education, STI (sexually transmitted infection) screening, HIV screening, and counseling while providing the attendee with an understanding of the connection between alcohol/drug usage with sexual assault/consent.
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# Appendix A

## Drug and Alcohol Prevention Events/Activities

Include Office and On-line distributions/ Event attended by Students, Faculty, and Staff

### Howard University 2017

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Center for Drug Abuse Research</strong></td>
<td>January 2017 – December 2018</td>
</tr>
<tr>
<td>Event: Student GroupMe Information Dissemination</td>
<td></td>
</tr>
<tr>
<td>Distribution (quarterly) 6000</td>
<td></td>
</tr>
<tr>
<td><strong>Program Goals</strong></td>
<td></td>
</tr>
<tr>
<td>1. Provide students with information on the consequences of drug use</td>
<td></td>
</tr>
<tr>
<td>2. Increase awareness of drug prevention services on campus/community, discussion about institutionalizing prevention and recovery programs</td>
<td></td>
</tr>
<tr>
<td>3. Recruit campus administrators, faculty, staff and students to join prevention effort on campus</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Center for Drug Abuse Research</strong></td>
<td>January 2017 – December 2018</td>
</tr>
<tr>
<td>Event: Bi-Monthly Drug-Free Coalition Meeting</td>
<td></td>
</tr>
<tr>
<td>Program: Center for Drug Abuse Research</td>
<td></td>
</tr>
<tr>
<td>Date: 1/1/17-12/1/18</td>
<td></td>
</tr>
<tr>
<td>Attendance: 20</td>
<td></td>
</tr>
<tr>
<td><strong>Program Goals</strong></td>
<td></td>
</tr>
<tr>
<td>1. Discussion about institutionalizing prevention and recovery programs</td>
<td></td>
</tr>
<tr>
<td>2. Recruit campus administrators, faculty, staff and students to join prevention effort on campus</td>
<td></td>
</tr>
<tr>
<td>3. Plan prevention program activities</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Office of Human Resources</strong></td>
<td>January 17, 2017 – June 30, 2018</td>
</tr>
<tr>
<td>Event: EEO and Employee Relations New Hires</td>
<td></td>
</tr>
<tr>
<td>Distribution: Howard University – 364</td>
<td></td>
</tr>
<tr>
<td>Howard University Hospital – 271</td>
<td></td>
</tr>
<tr>
<td><strong>Program Goals</strong></td>
<td></td>
</tr>
<tr>
<td>1. HU newly hired employees receive the Howard University Alcohol and Drug Prevention Notice briefing.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>University Counseling Service</strong></td>
<td>Date: March 7, 2017</td>
</tr>
<tr>
<td>Event: The Notorious Before the Break Party</td>
<td></td>
</tr>
<tr>
<td>Attendance/Distribution: 500+</td>
<td></td>
</tr>
<tr>
<td><strong>Program Goals</strong></td>
<td></td>
</tr>
<tr>
<td>1. Increase student awareness of their drinking habits</td>
<td></td>
</tr>
<tr>
<td>2. Provide students with referral to resources for binge drinking</td>
<td></td>
</tr>
<tr>
<td>3. Increase awareness of drug prevention services on campus/community</td>
<td></td>
</tr>
<tr>
<td>Event</td>
<td>Date</td>
</tr>
<tr>
<td>-------</td>
<td>------</td>
</tr>
</tbody>
</table>
| **Center for Drug Abuse Research** | March 7, 2017 | 100 | 1. Increase student awareness of their drinking habits  
2. Provide students with referral to resources for binge drinking  
3. Increase awareness of drug prevention services on campus/community |
| **Student Health Center** | March 28, 2017 | 69 students | 1. Educate students on safe sex practices  
2. The importance of HIV/STI testing and PrEP  
3. Understand the connection between alcohol/drug usage with sexual assault/consent  
4. Educate students on the importance of getting tested |
| **Student Health Center** | April 26, 2017 | 250 summer survival bags | 1. Provide students with resources on STI's, pregnancy, substance abuse, nutrition, PrEP, contraception |
| **Center for Drug Abuse Research** | April 26, 2017 | 30 | 1. Provide creative outlet (spoken word competition) for students to express their thoughts about substance use  
2. Provide students with information on the consequences of drug use  
3. Increase awareness of drug prevention services on campus/community |
| **Center for Drug Abuse Research** | April 26, 2017 | 30 | 1. Provide creative outlet (spoken word competition) for students to express their thoughts about substance use  
2. Provide students with information on the consequences of drug use  
3. Increase awareness of drug prevention services on campus/community |
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Program Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Health Center</strong></td>
<td>April 26, 2017</td>
<td>1. Provide students with resources on STI's, pregnancy, substance abuse, nutrition, PrEP, contraception</td>
</tr>
<tr>
<td>Event: Health education/ Summer survival bags</td>
<td></td>
<td>Attendance/Distribution: 250 summer survival bags were passed out to students on campus</td>
</tr>
<tr>
<td><strong>Student Health Center</strong></td>
<td>May 2, 2017</td>
<td>1. Provide students with resources on STI's, pregnancy, substance abuse, nutrition, PrEP, contraception</td>
</tr>
<tr>
<td>Event: Health education/ Summer survival bags</td>
<td></td>
<td>Attendance/Distribution: 125 summer survival bags were passed out to students in the lower level of the Blackburn Center</td>
</tr>
</tbody>
</table>
| **Howard University Department of Public Safety** | September 13, 2017 | 1. Provide students with information on the consequences of drug use  
2. Increase awareness of alcohol and drug prevention services on campus/community |
| Event: HUDPS Howard University Safety Fair |          | Attendance/Distribution: 220+  
The event held in the main yard located in the middle of the campus. The goal is to create safety awareness of the tools, services, and programs being offered at Howard University to protect students, faculty, staff. Also, alcohol and drug prevention exhibits and information are available to deter crime on campus and in the HU community. |
| **Center for Drug Abuse Research** | September 13, 2017 | 1. Increase student awareness of their drinking habits  
2. Provide students with referral to resources for binge drinking  
3. Increase awareness of drug prevention services on campus/community |
| Event: HUDPS Howard University Safety Fair |          | Attendance/Distribution: 200 |
| **Center for Drug Abuse Research** | September 19, 2017 | 1. Increase student awareness of their drinking habits  
2. Provide students with referral to resources for binge drinking  
3. Increase awareness of drug prevention services on campus/community |
<p>| Event: HUDPS Howard University Safety Fair |          | Attendance/Distribution: 100 |</p>
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Program Goals</th>
</tr>
</thead>
</table>
| **Student Health Center** | September 27, 2017 | 1. Educate student on safe sex practices  
2. Sexual assault and Harassment awareness  
3. Understand the connection between alcohol/drug usage with sexual assault/consent  
4. Overview of IVPP |
| **Center for Drug Abuse Research** | October 11, 2017 | 1. Provide creative outlet (spoken word competition) for students to express their thoughts about substance use  
2. Provide students with information on the consequences of drug use  
3. Increase awareness of drug prevention services on campus/community |
| **Howard University Department of Public Safety** | October 18, 2017 | 1. University Alcohol and Drug Abuse (Substance Abuse) Policy  
2. Local and federal laws  
3. Possible Health Risk and Effects  
4. Prevention Services, Resources, and Program Referrals |
| **Vice President for Student Affairs** | October 26, 2017 | 1. Prohibited behavior on campus  
2. Directed to the section for violations and sanctions cited in the Student Code of Conduct  
| **Student Health Center** | October 31, 2017 | 1. Educate students on safe sex practices  
2. The importance of HIV/STI testing and PrEP  
3. Understand the connection between alcohol/drug usage with sexual assault/consent  
4. Educate students on the importance of getting tested  
5. How to use a condom properly |
<table>
<thead>
<tr>
<th><strong>Student Health Center</strong></th>
<th><strong>Date:</strong> November 14, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Event:</strong> Sex Education, Consent, HIV/STI Testing</td>
<td></td>
</tr>
<tr>
<td><strong>Attendance/Distribution:</strong> 25 students</td>
<td></td>
</tr>
<tr>
<td><strong>Program:</strong> Before You Break With Bae</td>
<td></td>
</tr>
</tbody>
</table>

**Program Goals**
1. Educate students on safe sex practices  
2. The importance of HIV/STI testing and PrEP  
3. Understand the connection between alcohol/drug usage with sexual assault/consent  
4. Educate students on the importance of getting tested

<table>
<thead>
<tr>
<th><strong>Center for Drug Abuse Research</strong></th>
<th><strong>Date:</strong> November 1, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Event:</strong> AlcoholEdu online course registration</td>
<td></td>
</tr>
<tr>
<td><strong>Attendance/Distribution:</strong> 1,000</td>
<td></td>
</tr>
</tbody>
</table>

**Program Goals**
1. Training students in online module geared toward empowering students to make well-informed decisions about alcohol  
2. Provide students with information on the consequences of drug use  
3. Increase awareness of drug prevention services on campus/community
Dear Howard University Community,

The Drug-Free Schools and Communities Act Amendments of 1989 (amends the Higher Education Act) requires that Institutions of Higher Education adopt and implement programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as part of any of its activities.

To comply with the law, Howard University students, faculty, and staff must receive an annual written notification that provides a brief description of the University’s standards of conduct and health risk associated with substance abuse. Also, a list of on-campus contacts who can confidentially provide assistance and referral to services and programs located throughout Washington, DC Metropolitan area and sanctions that may be imposed for violating University policies, federal, state and local laws.

The intent of the “Howard University Alcohol and Drug Prevention Notice” is to increase awareness about issues related to alcohol and drug abuse. The information is posted on the Department of Public Safety website under “Safety Tips” http://www.howard.edu/publicsafety/, and portions published in the Howard University Student Handbook 2017-2018, under the Student Affairs section.
Dear Howard University Community,

I write to you today regarding a very serious matter – prohibited behavior on campus.

I have been receiving complaints about public drug use, specifically marijuana, on our campus. The University takes these complaints very seriously as they are a direct violation of the Student Code of Conduct, which can be found in the Howard University 2017-2018 Student Handbook (Handbook).

The Code of Conduct states in SECTION VI: PROHIBITED BEHAVIORS, “the University prohibits the unauthorized possession, use or distribution of alcoholic beverages” and “the possession, use, sale, manufacture or distribution of illegal drugs, controlled substances, and prescription drugs.” These references can be found on pages 93 and 98 of the Handbook.

Drugs, including marijuana, are prohibited on Howard’s campus according to the Alcohol and Drug Abuse (Substance Abuse) Policy, which can be found on Page 47 of the Handbook. Therefore, regardless of the District of Columbia’s laws or an individual’s possession of a prescription for medical use, the use, possession, distribution or cultivation of marijuana for recreational or medical purposes is not allowed in any Howard University residence hall or any other Howard University premises. It is also prohibited at any University-sponsored event or activity off-campus or student organization event.

Equally important, universities like Howard that receive federal funds are obligated to follow federal laws when it comes to the treatment of controlled substances such as marijuana. Though marijuana is legal in the District, it is still illegal according to federal laws, and remains listed as a Schedule I drug on the Controlled Substances Act, requiring federally funded universities to prohibit use on campus.

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First Offense

- Term Suspension (One Semester)
- Housing Suspension (One Semester)
- Substance Abuse Education

Second Offense

- Indefinite Suspension

Howard University has a rich history dedicated to truth, service, leadership, and excellence. We embrace diversity and celebrate our rich culture and unique position as a historical landmark in Washington, DC. Prospective students and visitors come from across the globe to tour the University and experience the “Mecca.”

The University enacts and enforces the policies mentioned above to provide a campus environment that is safe and secure for all students, faculty, staff, and visitors.

To better understand and avoid all prohibited behaviors, please review SECTION VI of the Handbook.

Thank you for your attention.

Excellence in Truth and Service,

Kenneth M. Holmes,
Vice President for Student Affairs
[THIS PAGE INTENTIONALLY LEFT BLANK]
<table>
<thead>
<tr>
<th>University Counseling Service</th>
<th>Date: March 6, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: The Notorious Before the Break Party</td>
<td>Attendance/Distribution: 500+</td>
</tr>
</tbody>
</table>

**Program Goals**
4. Increase student awareness of their drinking habits
5. Provide students with referral to resources for binge drinking
6. Increase awareness of drug prevention services on campus/community

<table>
<thead>
<tr>
<th>Center for Drug Abuse Research</th>
<th>Date: March 6, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: The Notorious Before the Break Party</td>
<td>Attendance/Distribution: 100</td>
</tr>
</tbody>
</table>

**Program Goals**
1. Increase student awareness of their drinking habits
2. Provide students with referral to resources for binge drinking
3. Increase awareness of drug prevention services on campus/community

<table>
<thead>
<tr>
<th>Center for Drug Abuse Research</th>
<th>Date: April 4, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: Roc that Mic for Prevention</td>
<td>Attendance/Distribution: 30</td>
</tr>
</tbody>
</table>

**Program Goals**
1. Provide creative outlet (spoken word competition) for students to express their thoughts about substance use
2. Provide students with information on the consequences of drug use
3. Increase awareness of drug prevention services on campus/community

<table>
<thead>
<tr>
<th>Office of Human Resources</th>
<th>Date: July 1, 2018 – Present</th>
</tr>
</thead>
</table>
| Event: EEO and Employee Relations New Hires | Attendance/Distribution: Howard University – 187
Howard University Hospital – 97 |

**Program Goals**
1. HU newly hired employees receive the Howard University Alcohol and Drug Prevention Notice briefing

<table>
<thead>
<tr>
<th>Student Health Center</th>
<th>Date: September 5, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: Sex education Program: Magnums for Magnums</td>
<td>Attendance/Distribution: 40 Students</td>
</tr>
</tbody>
</table>

**Program Goals**
1. Educate students on safe sex practices
2. The importance of HIV/STI testing and PrEP
3. Understand the connection between alcohol/drug usage with sexual assault/consent
4. Educate students on the importance of getting tested
<table>
<thead>
<tr>
<th>Howard University Department of Public Safety</th>
<th>Date: September 19, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: Howard University Safety Fair</td>
<td></td>
</tr>
<tr>
<td>Attendance/Distribution: 300+</td>
<td></td>
</tr>
<tr>
<td>The event held on the main yard located in</td>
<td></td>
</tr>
<tr>
<td>the middle of the campus. The goal is to</td>
<td></td>
</tr>
<tr>
<td>create safety awareness of the tools,</td>
<td></td>
</tr>
<tr>
<td>services, and programs being offered at</td>
<td></td>
</tr>
<tr>
<td>Howard University to protect students,</td>
<td></td>
</tr>
<tr>
<td>faculty, staff. Also, alcohol and drug</td>
<td></td>
</tr>
<tr>
<td>prevention exhibits and information are</td>
<td></td>
</tr>
<tr>
<td>available to deter crime on campus and in</td>
<td></td>
</tr>
<tr>
<td>the HU community.</td>
<td></td>
</tr>
</tbody>
</table>

**Program Goals**

1. Provide students with information on the consequences of drug use
2. Increase awareness of alcohol and drug prevention services on campus/community

<table>
<thead>
<tr>
<th>Center for Drug Abuse Research</th>
<th>Date: September 19, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: HUDPS Howard University Safety Fair</td>
<td></td>
</tr>
<tr>
<td>Attendance/Distribution: 200</td>
<td></td>
</tr>
</tbody>
</table>

**Program Goals**

1. Increase student awareness of their drinking habits
2. Provide students with referral to resources for binge drinking
3. Increase awareness of drug prevention services on campus/community

<table>
<thead>
<tr>
<th>Student Health Center</th>
<th>Date: October 4, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: Sex Education, Consent, HIV/STI Testing Program: Think About Thursday’s</td>
<td></td>
</tr>
<tr>
<td>Attendance/Distribution: 50 students</td>
<td></td>
</tr>
</tbody>
</table>

**Program Goals**

1. Provide students with resources on STI’s, pregnancy, substance abuse, PrEP, contraception

<table>
<thead>
<tr>
<th>Student Health Center</th>
<th>Date: October 10, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: Sex Education, Consent, HIV/STI Testing, IVPP overview Program: Candy and Condoms</td>
<td></td>
</tr>
<tr>
<td>Attendance/Distribution: 26 students</td>
<td></td>
</tr>
</tbody>
</table>

**Program Goals**

1. Educate student on safe sex practices
2. Sexual assault and Harassment awareness
3. Understand the connection between alcohol/drug usage with sexual assault/consent
4. Overview of IVPP
### Howard University Department of Public Safety

**Event:** Howard University Safety Fair  
**Attendance/Distribution:** 300+

The event is held on the main yard located in the middle of the campus. The goal is to create safety awareness of the tools, services, and programs being offered at Howard University to protect students, faculty, and staff. Also, alcohol and drug prevention exhibits and information are available to deter crime on campus and in the HU community.

#### Program Goals
1. Provide students with information on the consequences of drug use  
2. Increase awareness of alcohol and drug prevention services on campus/community

### Center for Drug Abuse Research

**Event:** HUDPS Howard University Safety Fair  
**Attendance/Distribution:** 200

#### Program Goals
1. Increase student awareness of their drinking habits  
2. Provide students with referral to resources for binge drinking  
3. Increase awareness of drug prevention services on campus/community

### Student Health Center

**Event:** Sex Education, Consent, HIV/STI Testing Program: Think About Thursday’s  
**Attendance/Distribution:** 50 students

#### Program Goals
1. Provide students with resources on STI's, pregnancy, substance abuse, PrEP, contraception

### Student Health Center

**Event:** Sex Education, Consent, HIV/STI Testing, IVPP overview Program: Candy and Condoms  
**Attendance/Distribution:** 26 students

#### Program Goals
1. Educate student on safe sex practices  
2. Sexual assault and Harassment awareness  
3. Understand the connection between alcohol/drug usage with sexual assault/consent  
4. Overview of IVPP

### Student Health Center

**Event:** Sex Education, Consent, HIV/STI Testing  
**Program:** Stair Case to Doom  
**Attendance/Distribution:** 30 students

#### Program Goals
1. Educate students on safe sex practices  
2. The importance of HIV/STI testing and PrEP  
3. Understand the connection between alcohol/drug usage with sexual assault/consent  
4. Educate students on the importance of getting tested
### Student Health Center  
**Date:** October 16, 2018  
**Event:** Sex Education, Consent, HIV/STI Testing, IVPP overview/The Cookie  
**Attendance/Distribution:** 15 students  

**Program Goals**  
1. Educate student on safe sex practices  
2. Sexual assault and Harassment awareness  
3. Understand the connection between alcohol/drug usage with sexual assault/consent and  
4. Overview of IVPP

### Vice President for Student Affairs  
**Date:** October 22, 2018  
**HU Reminder:** Zero Tolerance Policy: Drugs & Alcohol on Campus  
**Distribution:** University-wide

**Program Goals**  
1. Prohibited behavior on campus  
2. Directed to the section for violations and sanctions cited in the [Student Code of Conduct](#)  
3. Directed to the section for violations and sanctions violation cited in the [Howard University 2018-2019 Student Handbook](#)

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**Date:** October 22, 2018  
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1. Prohibited behavior on campus  
2. Directed to the section for violations and sanctions cited in the [Student Code of Conduct](#)  
3. Directed to the section for violations and sanctions violation cited in the [Howard University 2018-2019 Student Handbook](#)

### Howard University Department of Public Safety  
**Date:** October 24, 2018  
**HU Reminder:** Howard University Alcohol and Drug Prevention Notice  
**Distribution (Homecoming):** University-wide  

**Information Goals**  
1. University Alcohol and Drug Abuse (Substance Abuse) Policy  
2. Local and federal laws  
3. Possible Health Risk and Effects  
4. Prevention Services, Resources, and Program Referrals
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Program Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Health Center</strong>&lt;br&gt;Event: Sex Education, Consent, HIV/STI Testing, Flu Shots Program: Trick or Treat, Shot &amp; Screen</td>
<td>October 30, 2018</td>
<td>1. Educate students on safe sex practices&lt;br&gt;2. The importance of HIV/STI testing and PrEP&lt;br&gt;3. Understand the connection between alcohol/drug usage with sexual assault/consent&lt;br&gt;4. Educate students on the importance of getting tested&lt;br&gt;5. The importance of the flu vaccine</td>
</tr>
<tr>
<td><strong>Center for Drug Abuse Research</strong>&lt;br&gt;Event: AlcoholEdu online course registration</td>
<td>November 1, 2018</td>
<td>1. Training students in online module geared toward empowering students to make well-informed decisions about alcohol&lt;br&gt;2. Provide students with information on the consequences of drug use&lt;br&gt;3. Increase awareness of drug prevention services on campus/community</td>
</tr>
<tr>
<td><strong>Student Health Center</strong>&lt;br&gt;Event: Men’s Health Program: Man Up To Your Health</td>
<td>November 5, 2018</td>
<td>1. The importance of preventive health screenings and HIV/STI testing&lt;br&gt;2. Understand the connection between alcohol/drug usage with sexual assault/consent&lt;br&gt;3. The effects of drugs/alcohol on your body</td>
</tr>
<tr>
<td><strong>Center for Drug Abuse Research</strong>&lt;br&gt;Event: Roc that Mic for Prevention</td>
<td>November 19, 2018</td>
<td>1. Provide creative outlet (spoken word competition) for students to express their thoughts about substance use&lt;br&gt;2. Provide students with information on the consequences of drug use&lt;br&gt;3. Increase awareness of drug prevention services on campus/community</td>
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Dear Howard University Community,

I write to you today regarding our community standards.

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Kenneth M. Holmes,
Vice President for Student Affairs
October 24, 2018

Dear Howard University Community,

The Drug-Free Schools and Communities Act Amendments of 1989 (amends the Higher Education Act) require that Institutions of Higher Education adopt and implement programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as part of any of its activities.

To comply with the law, Howard University students, faculty, and staff must receive an annual written notification that provides a brief description of the University's standards of conduct and health risks associated with substance abuse. Also included in the notice is a list of on-campus contacts who can confidentially provide assistance and referral to services and programs located throughout the Washington Metropolitan Area and sanctions that may be imposed for violating University policies and federal, state and local laws.

The intent of the "Howard University Alcohol and Drug Prevention Notice" is to increase awareness about issues related to alcohol and drug abuse. The information is posted on the Department of Public Safety (DPS) website at http://www.howard.edu/publicsafety/pdfs/alcohol_drugnotice.pdf, and portions of the notice are published in the Howard University 2018-2019 Student Handbook, under the Division of Student Affairs.

For more information regarding the Howard University Alcohol and Drug Prevention Notice, please contact DPS at 202-806-1100.

Excellence in Truth and Service,

Department of Public Safety (DPS)