



Holy Family
UNIVERSITY

OFFICE OF THE
DEAN OF STUDENTS

2022 - 2024

Holy Family University

Drug and Alcohol Prevention Program

Biennial Review

This review covers the periods from July 1, 2022 - June 30, 2023 and July 1, 2023 to June 30, 2024

The Biennial Review is required by the Drug Free Schools and Communities Act to certify that institutions of higher education have implemented programs relevant to the abuse of alcohol or the use of illicit drugs on their campus. Holy Family University recognizes its responsibility to not only conduct and complete a review but all report findings and utilize the results to improve the work executed for our campus community.

Holy Family University Drug and Alcohol Prevention Program

The Drug-Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an Institution of Higher Education (IHE), such as Holy Family University (HFU), to certify that it has implemented programs to prevent the abuse of alcohol as well as the use and/ or distribution of illicit drugs by Holy Family University students and employees. This includes alcohol and illicit drugs on its premises as well as a part of any of its activities off campus. An IHE must annually, at a minimum, distribute the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees;
- A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and alcohol abuse;
- A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
- A clear statement that the institution will impose disciplinary sanctions on students and employees, as well as a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution for violations of the standards of conduct or law.

University Policies and Procedures: Alcohol and Other Drugs State and Local Law Implication

Student Code of Conduct

The University recognizes that given the significant alcohol-related problems in society, serious efforts must be made to educate students so that they can make responsible choices. The Student Handbook details information with respect to Holy Family University's Code of Conduct and specifies the Policy on Alcohol and Other Drugs as well as the guidelines for Alcohol Beverage Distribution and Consumption.

<https://www.holyfamily.edu/about/administrative-services/university-policies/university-handbooks-and-catalogs>

Alcohol and Other Drug Policy as approved by University Council (August, 2024) and the President

Alcohol Policy

The University, under strict approval of the Vice President for Finance & Administration, or their designee(s), may conduct specialized events where alcohol is served; these events must be properly registered and steps must be taken to prevent under-age consumption. The University allows the possession and consumption of alcohol by persons over the age of 21 in University owned and operated residential facilities, as outlined by the policy located in the *Residence Life Policies and Procedures Handbook*.

The University prohibits students under the age of 21 to consume or possess alcohol under any circumstances. The possession, use, distribution of alcohol, or possession of paraphernalia by members of the University community may result in disciplinary action. Intoxication, disorderliness, or offensive behavior that may be related to alcohol will also result in disciplinary action. The policy also extends to University-related events conducted off campus. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place is illegal. It is also a violation of the Holy Family University policy for anyone to consume or possess alcohol in any public or private area of campus without prior University approval.

Members of the University community are expected to be aware of and obey state and municipal laws or ordinances regulating the use, possession or sale of alcoholic beverages and federal and state laws regarding controlled substances.

Those who are cited for violations of laws or ordinances by state, federal, or municipal authorities may also face University disciplinary proceedings and may be required to pursue counseling, an educational program, or treatment. Examples of alcohol violations include, but are not limited to:

- Possession and/or consumption of alcohol by any person under the age of 21;
- Possession and/or consumption of alcohol by persons 21 or over without appropriate University approval;
- Knowingly furnishing, transporting, and/or allowing minors to consume alcohol;
- Use of alcohol resulting in involuntary, erratic and/or abusive behavior;
- Possession of a keg, beer ball or other common source alcohol containers;
- Involvement in the high-risk use of alcohol;
- Persons observed in a residence on campus or off-campus when an open container of alcohol and persons not over the age of 21 are present; and/or
- Open Container of alcohol in a public area without appropriate University approval.

Other Drugs Policy

The use, possession, or distribution of illegal narcotics or other controlled substances except as expressly

permitted by federal, state and/or local law is prohibited. The misuse of prescription drugs is also prohibited. Drug paraphernalia such as bong, hookahs, roach clips, pipes, and other drug paraphernalia, which may indicate illegal drug use, are prohibited on campus and possession may result in disciplinary action. Students present in an incident involving drugs who have taken no action to remove themselves from, seek help for, or prevent the behavior could be subject to the same repercussions as those actively involved.

The possession, use, distribution, or sale of narcotics or drugs other than those medically prescribed, and stored in the original container, by students, faculty, staff, or visitors on university grounds or while on University business is prohibited. Off-campus possession, use, distribution, or sale of narcotics or drugs by students, faculty or staff is inconsistent with the university's policies and goals, and is therefore prohibited.

Any and all types of drug paraphernalia, including, but not limited to, bong, pipes, and any items modified or adapted so they can be used to consume drugs, are not permitted on university property.

Examples of drug violations include, but are not limited to:

- Illegal or improper use, possession, cultivation, distribution, manufacture, or sale of any drug(s), including prescribed medications;
- Illegal or improper use of solvents, aerosols, or propellants; and/or
- Administration or employment of drugs or intoxicants causing another person to become impaired without his or her knowledge.

State Law of Pennsylvania on Alcoholic Beverages

In addition to violations of University policies, there are state and local laws including, but not limited to, Title 18 (Pennsylvania Crimes Code) and Title 75 (the Pennsylvania Vehicle Code) that impose significant criminal penalties if violated: Title 18: Note, in particular, Sections 5505 (Public Drunkenness); 6307 (Misrepresentation of Age to Purchase Liquor or Malt Policies, Regulations, Statements and Guidelines Brewed Beverages (Beer)); 6308 (Purchase, Consumption, Possession or Transportation of Liquor or Malt or Brewed Beverage by a Minor); 6310.1 (Selling or Furnishing Liquor or Malt or Brewed Beverages to Minors); 6310.7 (Selling or Furnishing Non-Alcoholic Beverages to Persons Under 21); 6310.2 (Manufacture or Sale of False Identification Card); 6310.3 (Carrying a False ID); and, 3809 (Restriction on Alcoholic Beverages (Open Container)). Title 75: Note, in particular, Sections 3718 (Minor Prohibited from Operating with Any Alcohol in System); 3802 (Driving Under the Influence of Alcohol or Controlled Substance); 3802(a) (General Impairment); 3802(b) (High Rate of Alcohol); 3802(c) (Highest Rate of Alcohol); 3802(d) (Controlled Substances); 3802 (e) (Minors); 3802(f) (Commercial or School Vehicles); 3735 (Homicide by Vehicle While Driving under the Influence); and, 3735.1 (Aggravated Assault by Vehicle while Driving under the Influence).

It shall be unlawful for a person less than twenty-one (21) years of age to attempt to purchase, consume, possess, or knowingly and intentionally transport an alcohol or malt or brewed beverage within the commonwealth. The penalty for the second or third violations is a fine no greater than \$500.00. It is unlawful to misrepresent your age, or transfer a registration card for the purpose of falsifying age to secure malt or alcoholic beverages. The penalty for the second or third violations is a fine no greater than \$500.00. It is unlawful to sell, furnish, or give any minor under twenty-one (21) years of age any malt or alcoholic liquor. The penalty for the second or third violations is a fine no greater than \$500.00.

Pennsylvania Liquor Laws: www.lcb.state.pa.us/

State Law of Pennsylvania on Drugs State law prohibits the unauthorized manufacture, sale, delivery and possession of controlled substances. Persons may be subject to 30 days imprisonment and a \$500 fine for simple possession of a small amount of marijuana (misdemeanor), a maximum of 15 years imprisonment and a \$25,000 fine for manufacture, delivery or possession of a Schedule I or II controlled narcotic drug

such as cocaine, PCP, and LSD (felony).

Sentences can be doubled for second and subsequent convictions. Sentences can also be doubled for distribution of controlled substances to persons under the age of 18. Penalties range from mandatory minimum sentence of one year and a \$5,000 fine for the first conviction or to a mandatory minimum sentence of seven years and a \$50,000 fine for subsequent convictions for the manufacture, delivery or possession of 100 grams or more of a Schedule I or II controlled narcotic drug.

Holy Family University students are subject to prosecution under the Pennsylvania Controlled Substance; Drug, Device and Cosmetic Act for drug abuse and unlawful drug use and unlawful drug sales. The following state and federal laws concerning specific illicit drugs are drawn from the Controlled Substance, Drug, Device and Cosmetic Act, 35 p.s. section 107 708-113 et, seq. of the Commonwealth of Pennsylvania and from the Federal Drug Abuse Prevention and Control Act, 2 U.S.C.A. 801, et, seq., (specifically, the penalties for manufacturing, distributing, dispensing or possessing a controlled substance are found in section 84l of the Act).

Student Athletes

All University Student Athletes are beholden to additional requirements regarding alcohol and other drugs, and as outlined in the Student Athlete Handbook.

<https://www.holyfamily.edu/about/administrative-services/university-policies/university-handbooks-and-catalogs>

Alcohol and Other Drug Abuse Prevention

Research on the abuse of alcohol and the use of other drugs by college students indicates that these behaviors pose a serious threat to the educational environment, which includes not only the campus but the surrounding community as well. Therefore, the efforts of the University are primarily directed toward educating students about the effects of alcohol and other drug use and helping them learn to make healthy choices.

Health risks associated with the use of illicit drugs and alcohol abuse may include but are not limited to heart problems, malnutrition, convulsions, cancer, hepatitis, liver damage, coma and death. Related and equally serious risks include: impaired judgment, sexual assault, unplanned pregnancy, inability to manage academic stress, and academic failure. Recognizing that students may need to seek support for addressing difficulties that can arise from alcohol and/or other drug use, Holy Family University encourages them to visit the Counseling Center, University Health Services, or Campus Ministry. Confidentiality will be strictly enforced as required by the code of ethics of the individual professional.

All students are encouraged to seek early help if they feel they have a problem with alcohol and/or other drugs, and to learn how to assist others with substance abuse problems. It is less likely that serious consequences will result from an alcohol or other drug problem with early assistance. Through the Counseling Center, students have free access to licensed professional counselors for an initial screening/consultation and short-term counseling in regards to a concern around substance use, with possible referral to an outside agency.

Other resources which are available within the community for assistance include:

- Alcoholics Anonymous: www.aa.org
- College and Universities Alcoholics Anonymous: www.jeremyfrankphd.com/college-and-university-alcoholics-anonymous-meetings
- Southeastern Pennsylvania Intergroup Association of Alcoholics Anonymous: www.sepennaa.org
- Al-Anon: www.pa-al-anon.org

- Narcotics Anonymous: www.naworks.org
- ULifeline: www.ulifeline.org
- Friends Hospital: 1-800-889-0548 or 215-831-2600
- BucksCounty Mental Health Delegate: 1-800-499-7455

Referrals to a community agency are provided if a student's behavioral history, objective assessment, and individual and/or family interviews indicate more appropriate services are needed than can be provided by Counseling Services. Students may remain on campus if they are capable of maintaining a satisfactory level of performance while participating in a substance rehabilitation program that provides confidential communication to the counseling or health services.

Drug-Free and Alcohol-Free Workplace

The University will not tolerate alcohol abuse or the use of other intoxicants and mind-altering substances, including illegal drugs while at work, on campus, or while involved in any University-related event (except as noted below). "Mind-altering" substances include any type of substance ingested, snorted, smoked or inserted into one's body that may impact the individual in some way. Such substances include, without limitation, alcohol, legal or illegal substances (including medical marijuana pursuant to a prescription), over the counter salts, spices, vapors, incense, or other similar items.

Employees may be required to submit to drug screens, blood alcohol tests, breathalyzer tests and medical examinations under the following circumstances: a) when an employee is suspected of working or reporting to work with intoxicants or mind-altering substances; b) when an employee suffers an on-the-job injury or is involved in an accident while at work; or c) in connection with a routine fitness for duty examination.

The presence of alcohol or the presence of any other intoxicants or mind-altering substances in the body (other than medical marijuana pursuant to a prescription) is a violation of this policy, regardless of when consumption or ingestion occurred. Refusal of an employee to undergo testing or to cooperate fully with any of these tests is also a violation of our policy.

Employees are also prohibited from selling, purchasing, possessing or using drug paraphernalia, or possessing, using, having in their body, selling or purchasing any alcoholic beverages or other mind-altering substances at University-related events, in University vehicles or on University property. Alcohol consumption is expressly forbidden while participating in or accompanying students in connection with any University-related event, including but not limited to, field trips, overseas trips, overnight trips, athletic trips, and any other excursions with students.

Employees are prohibited from selling, purchasing, supplying or otherwise providing alcoholic beverages or other mind-altering substances to students.

This policy does not prohibit the proper use of medication under the direction of a physician, although the use of medical marijuana on campus is prohibited in all circumstances. However, the misuse or abuse of such drugs is prohibited. Employees who are taking prescription or nonprescription drugs, which could affect their ability to perform their job in a safe and efficient manner, must notify their immediate supervisor of this fact when they report to work.

This policy does not prohibit adults from light drinking at approved University-related functions, such as fundraising events, homecoming, auctions, as long as the employee uses good judgment.

Violation of any aspect of the University's Drug and Alcohol Policy will result in discipline up to and including immediate termination. In order to determine whether this Policy has been violated, the University may examine all evidence available to it, including without limitation, the employee's arrest for alcohol or drug related offenses. In addition, the University may report use, sale or possession concerns to the appropriate authorities.

All employees are encouraged to attend programs on drug abuse awareness in order to become as informed as

possible about the physical and psychological hazards of illegal drug use. Drug counseling and rehabilitation is available through the University's Employee Assistance Program (EAP) and through the health insurance plans the University offers. Employees may receive additional information in the Human Resources Office.

Alcohol and Other Drug Prevention and Programming

The following training, programs, resources, counseling, treatment, rehabilitation or re-entry programs are available to employees and/or students as described below.

Employee-Focused Drug and Alcohol Programs

Holy Family University recognizes that many factors can have a negative effect on an employee's job performance and therefore, provides assistance to employees and their families in resolving personal problems. Alternate resources are often preferable to handling issues alone or with only supervisory assistance. This allows for increased confidentiality and greater variety of available assistance.

Drug counseling and rehabilitation is available through the University's Employee Assistance Program (EAP) and through the health insurance plans the University offers.

Student-Focused Drug and Alcohol Programs and Support Options

Through on-campus and telehealth mental health support services, students have free access to licensed counselors on campus for initial screening/consultation in regards to a concern around substance use, along with short term counseling and/or a possible referral to an outside agency for additional services.

Holy Family University's Collegiate Recovery Program (CRP) supports students who are impacted by addiction. Specifically, the CRP supports students who are experiencing addiction, believe they may have an addiction, are in recovery, or have someone in their lives with addiction. Drop-in sessions for students who are struggling with an addiction or are active in their recovery are offered weekly during the fall and spring academic semesters. Drop-in sessions for students who have a loved one struggling with addiction.

Campus Advocacy, Prevention and Education (CAPE). Through the Department of Justice - Office of Violence Against Women, Holy Family University was awarded the Violence Against Women on Campus Grant. The purpose of this grant is to enhance programming and response to incidents of sexual assault, domestic violence, dating violence and stalking on campus. The Office of Campus Advocacy, Prevention and Education works to prevent and improve Holy Family University's response to incidents of sexual assault, domestic violence, dating violence and stalking. We lead Holy Family's Coordinated Community Response Team (CCRT) to review policies, protocols and procedures to help campus and community members understand resources and services if they or someone they know has experienced violence. The office's main areas of focus include: Comprehensive Prevention – programming, trainings, and opportunities to continue to work to prevent violence on campus; Student Conduct – train faculty/staff to ensure everyone understands the process of treating sexual misconduct; Law Enforcement – train Public Safety with the help of the 8th District of the Philadelphia Police Department in responding to sexual misconduct on campus; Victim Services – partnered with three agencies that provide our community with free, 24/7, confidential victim services. Network of Victim's Assistance - Bucks County (NOVA), Philadelphia Center Against Sexual Assault (WOAR), and A Woman's Place - Bucks County (AWP) are here for all gender-based violence issues. Prevention Toolkit for Campus Faculty: <https://www.holyfamily.edu/documents/toolkit>. The office oversees Memorandums of Understanding with local advocacy agencies that support initiatives – training, programming, outreach.

U Got This! U Got This! is an online, interactive educational program that is mandatory for all of Holy Family University incoming new and transfer students, as of fall 2024. This training is a three-part program and educates students on topics required by Title IX, Campus SaVE Act, and Violence Against Women Act including but not limited to: Definitions, laws, explanation, and examples of sexual assault including rape, sexual harassment, dating violence, domestic violence and stalking; Effective Consent; Bystander Intervention; Healthy Relationships; and Reporting and Resources.

Fall and Spring Wellness Fairs. An event designed to promote health and well-being among students by connecting them with campus and community resources. When focusing on alcohol and other drug support, the fair typically includes informational booths, interactive activities, and opportunities for students to engage with professionals who provide education, prevention, and recovery resources.

BLUEPrint (First Year Experience Course). First-Year Students are high at risk for alcohol and drug use and abuse due to the transitional issues they face. These students also enter the university community without much knowledge of the policies and procedures that will impact their lives. In order to combat this, Holy Family University has developed a program to reach the students where they are and is designed to help students with their transition to the university and to focus on many topics, they may face throughout their college career. Modules included in this course include information from Counseling Services on alcohol and other drugs, , including a discussion of the dangers of alcohol and other drugs. Materials include increased information on consent for sexual activity and alcohol use, as well as bystander intervention specific to alcohol use and sexual assault and alcohol in relationship to sexual assault awareness.

Campus-Wide Programming. Every student on campus will come in contact with alcohol at some point and will have to make decisions whether to drink or not. To help our students make appropriate decisions, it is the university's responsibility to educate students about the impact of alcohol and other drugs, as well as how to make responsible choices. Holy Family University uses a variety of platforms to reach all students where they live, work, and socialize. All resources available for designated student populations are available to the entire campus.

Awareness Weeks: Wellness Weeks in both fall and spring semesters; Alcohol Awareness Week; Sexual Assault Awareness Month; and Campus Safety Week.

Athletes. Every August, prior to the beginning of the academic year, student-athletes are required to read through the Department of Athletics' policies that offer information on random/suspicious drug testing. Other alcohol and drug-related initiatives occur during both the academic and calendar year. Drug testing is done randomly in-house (or based upon suspicion) throughout the academic year. Drug testing is also conducted through the NCAA via Drug-Free Sport on a random basis throughout the calendar year. During the calendar year, our Student-Athlete Advisory Committee (SAAC), in September and March discusses drug-related policies and legislation at conference meetings. Such drug policy discussions occur institutionally at each SAAC meeting which is held bi-weekly. SAAC addresses drug policies and related legislation as vital. They have a direct impact on the creation or amending of NCAA drug policy legislation. At the Department of Athletics' opening meeting in September of each academic year, information is relayed regarding drug-testing policies. Furthermore, each head coach, at the beginning of the academic year, implements specific team policies that set policies for consequences associated with drug use and drug testing. The team policies are in line with the Department of Athletics' policy regarding drug use and testing.

Sanctioned Students. One-on-one Alcohol and other Drug Assessment through the Counseling Center is assigned to students who have multiple offenses.

Residence Life.

- **RA Training:** Residence Life conducts an extensive training each fall and winter with all Resident Advisors to discuss personal responsibility, as well as how to talk with their residents about alcohol and other drug issues. Working with the Counseling Center and Health Services, workshops are focused on how to spot the signs of abuse, overdose and addiction. RAs are trained with the skills needed to mentor their residents. Throughout the year, RAs are given access to the Counseling Center for questions, information, and other resources.
- **Bulletin Boards:** Resident Advisors are required to provide educational bulletin boards on topics related to alcohol, drugs, and wellness education.
- **Resident Advisor Programs:** To help support alcohol-free alternative events, each Resident Advisor is required to provide the program initiatives redeveloped to develop stronger programs and better marketing of programming efforts and focus on community development.
 - Develop 6 programs per semester
 - **Social:** Program to help enhance the community and socialization of students
 - **Pride:** Supporting university initiatives and existing programs
 - **Educational:** Educational programs dealing with students' concerns and issues

including Alcohol, Decision-Making, Healthy Relationships, Sexual Assault and Awareness, and Campus Safety. Many discuss how students are bound by their responsibilities as a student to make healthy decisions. Students are mandated to supply an expert from the local or University community.

- Developmental: Resident Advisors select a topic to help the specific floor based on trends and concerns of the floor. Some in the past have incorporated better study habits, floor cleanliness, concerns of vandalism, and/or issues of noise or guests directly relating to after hour activities, and drinking. Many programs focus on community concern and how one's behavior can affect the larger community.
- Plus: A program in any area to offer to students specifically created for nights and weekends to help deter student off-campus drinking and create more of a vibrant campus life.

Student Engagement Office. The Student Engagement Office staff work collaboratively with campus partners to plan and implement the various programs and offerings that fall within the purview of the Student Engagement Office. The office also supports the development and execution of clubs and organizations across campus.

Campus Clubs and Organizations. 20+ clubs and organizations which plan events throughout the week for students to get involved.

Alternative Spring Break. Students are selected for an opportunity to work with Habitat for Humanity and utilize their spring break as a way to dedicate their time to service for others. The group meets regularly working on leadership workshops, fundraising opportunities, service awareness opportunities as well as local project "build days" throughout the year leading up to the trip.

Habitat for Humanity Local Chapter. Developed in January of 2014 which focuses on 1 Build Day per month with the Philadelphia, and Lower Bucks Counties. The Build Days are a way to help rebuild local communities as well as teach students about our struggling neighborhoods. Reflections and discussions include socioeconomic factors, including alcoholism and drug abuse.

Campus Activity Board (CAB). Developed in August 2015 to focus an open student committee to help develop and encourage a more vibrant campus life. CAB's sole purpose is to provide and sponsor or cosponsor late night and weekend activities to engage students and offer alcohol alternative programming every weekend of the school year.

Student Government Association (SGA). Renewed focus on becoming a stronger governing board and oversees all clubs and organizations. SGA's focus has become focused on developing and strengthening clubs and organizations to help promote more involvement and engagement of students. Their programming efforts solely focus on university traditions.

Programming and Engagement

- Student Nurses Association of Holy Family (SNAHF): Annual Narcan Training.
- Alcohol Awareness: Mario Kart & Drunk Google. In partnership with Residence Life, Public Safety and the Philadelphia Police Department.
- Sex Signals. Annually. In partnership with the Campus Advocacy and Violence Prevention Office. Illuminates issues surrounding dating, sex, and sexual violence on college campuses through relatable language and scenarios. Includes an intersectional lens to critique how stereotypes about sexuality and gender identity contribute to a culture that privilege some and objectify others.
- Annual Speaker. In partnership with the Campus Advocacy and Violence Prevention Office. Focus on sex, alcohol and relationships, and the intersectionality of all.

Campus Center is open every night until midnight. Students have access to basketball courts (when not in use by athletics), student lounge, student arcade, and Esports center.

Title IX Office. Office was established during the 2017-18 AY and has conducted trainings, established policies and protocols for reporting and investigating cases, as well as campus wide and targeted programming. As alcohol and other drugs are often apart of all types of sexual assaults, education around alcohol and other drugs in a part of both the trainings and programming efforts.

Support Services. All students are encouraged to seek early assistance if they feel they have a problem with alcohol and/or other drugs, and to learn how to assist others with substance abuse problems. Mental Health support counselors are available on campus for initial screening/consultation in regards to a concern around substance use, with possible referral to an outside agency. A Resource Room has been established and maintained by the Counseling Center which provides literature and a directory of available local organizations and agencies.

Sanctions and Accountability

Employee Sanctions

Failure to comply with the University Drug and Alcohol Policy, intoxication, disorderliness or offensive behavior will result in disciplinary action, up to and including termination of employment.

Student Code of Conduct and Procedures

Holy Family University seeks to holistically develop its students by creating an environment that promotes intellectual, social, emotional and spiritual growth. The University also values the goals of fostering civility and community, and providing an environment that is inclusive and encourages and promotes diversity among its campus community. Finally, the University seeks to provide a welcoming environment for all members of the University community.

To further these objectives, The Student Code of Conduct and Procedures (“Code of Conduct”) provides expectations of appropriate behavior (“community standards”) and proscribed conduct, as well as procedures to address alleged violations. As a Catholic university, Holy Family seeks direction and inspiration from the life and teachings of Jesus Christ, affirms the values of the Judeo-Christian tradition, and witnesses to the dignity of each person and the oneness of the human family. The core of Holy Family’s Mission are the values of Family, Respect, Integrity, Service and Responsibility, Learning, and Vision, which educate students to assume lifelong responsibilities toward God, society, and self. The Student Code of Conduct contains expectations of appropriate behavior and compliance with university policies and procedures that members of the University are required to follow. The Student Code of Conduct also serves to promote good decision making and serves to reinforce the importance of exercising proper and due respect for the rights of others, regardless of race, color, religion, religious-expression, age, sex, sexual orientation, gender identity or expression, national or ethnic origin, ancestry, disability, marital status, military/veteran status, or any other characteristic protected by federal, state or local laws.

Holy Family University’s motto is Teneor Votis: I am bound by my responsibilities. Students affirm their commitment to the University’s motto, Mission and Core Values through adherence to the Code of Conduct.

www.holyfamily.edu/documents/student-code-conduct-final-revised-8-23-24

In general, all members of the Holy Family University community are expected to uphold the following:

- Demonstrate integrity, truth and honesty in both academic and nonacademic pursuits.
- Show respect for self and for others, including respecting one another’s basic rights and individual differences.
- Be responsible members of the University community that respect and comply with all University policies and procedures, as well as federal, state and local laws.

For students, any behavior that violates standards set in the Student Handbook, the University Catalog, approved organizational Constitutions and by-laws, housing contracts and other University bulletins, as well as behavior that fails to meet the University expectations outlined above may violate the Code of Conduct. Specifically, any student or student organization alleged to have committed any of the following acts is subject to the judicial process outlined in the Code of Conduct.

A student who is alleged to have engaged in an alcohol or drug violation receives communication of the alleged violation and is scheduled for a meeting with an Administrative Hearing Officer or Judicial Hearing Board, as outlined in the Student Code of Conduct and Procedures.

If a student is found responsible for violating the Student Code of Conduct, a sanction (or sanctions) shall be imposed. The following may be considered in determining sanctions: motivation, honesty, maturity, cooperation, present attitude, past record, the severity of violation, severity of the damage caused, injury,

harm, disruption or the potential for such willingness to make amends, and compliance with previous sanctions. A student's cumulative judicial file, including record of past code of conduct violations, will also be considered in sanctioning. The University encourages opportunities for administrative hearing officers or Board Proceedings to find sanctions that may be tailored to a student's situation or needs.

As a result, the following list is not comprehensive and only contains recommended sanctions:

- Warning: Written or verbal notice given that is kept on file
- Program Attendance or Facilitation: Expectation to attend or facilitate an educational program(s)
- Writing Assignment: Requirement to complete relevant research and/or reflection paper
- Requirement to complete and or participate in work assignments, community service, University services or programs, or other related discretionary assignments.
- Loss of Privileges: Denial of specific privileges for a specified timeframe (e.g., guest, computer, housing selection, visitation, dining services, University representation, co-curricular activities, athletic participation, work study position, leadership role)
- Restitution: Requirement to make payment to the University, other persons, groups, or organizations for damage where the charges involve theft and/or destruction of property.
- Administrative Relocation in University Housing: Requirement to be placed in an assigned or relocated space in University Housing
- Disciplinary Probation: A period of fixed duration, during which the status of a student at the University may be evaluated. This includes the possibility of more severe sanctions if the student is found responsible for violating University policy during the probationary period.
- Removal from University Residence: Separation from the residence halls for a defined period. The student may be prohibited from participating in the University dining program. The student will be barred from entering all residences within the University residential community during the time of removal from campus housing.
- Suspension: Separation from the University for a specified period. The student shall not participate in any University-sponsored activity and may be banned from the University premises. The University will not accept any credits earned from another institution during this period towards a university degree. In case of residence hall groups, this sanction may include the disbanding of a living unit, and in the case of an RSO, this may include the removal of recognition. Reinstatements shall require the approval of the Vice President for Student Life, or another Senior-level Administrator, as designated.
- Expulsion: Permanent separation from the University and University facilities.
- Revocation of Admission and/or Degree: Admission to or a degree awarded from the university may be revoked at any time for fraud, misrepresentation, or another violation of the Student Code of Conduct in obtaining the degree, or for other serious violations committed prior to graduation or admission.
- Withholding Degree: University may withhold awarding a degree otherwise earned until the completion of the process set forth in the Judicial Process, including the completion of all sanctions imposed, if any.

Consistency of Enforcement Policy, Enforcement and Sanctioning

The university is interested in the well-being of all members of its community and therefore offers education, support and assistance rather than rely on punitive measures. Chronic alcohol and drug use is recognized as a symptom of other difficulties that the individual may be experiencing. The university makes available to all its members a counseling office to help find support for when a community member may need it. The university encourages members to utilize these services.

To ensure the academic integrity and function of the university, it will find it necessary to initiate disciplinary action in certain situations. The judicial process provides due process to the individual or individuals involved to help students learn from their behavior. However, in certain incidents, the university cooperates with local law enforcement when civil law is violated. The university may separate an individual in certain cases from the residence system. If such separation is deemed necessary, an attempt should be made by the university to

provide the individual with appropriate guidance. If the university's counseling service is unable to handle a case, the individual will be referred to another competent agency. Separation from the university community may be the result of disciplinary action, but only as a last resort.

The Student Handbook details information with respect to the code of conduct, the judicial process, and specifies the policy on Alcohol and Other Drugs.

The current Holy Family University Alcohol and other Drug Policy, in compliance with the Drug- Free Schools and Communities Regulations, includes the following:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs by students and employees on university property, or as part of any university-sponsored activity
- A description of the legal sanctions for unlawful use, possession or sale of illicit drugs and alcohol available under local, state, and federal law
- A clear statement of the disciplinary sanctions that will be imposed on students/employees for violation of the policy and a description of those sanctions
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol
- A description of applicable counseling, treatment, referral, and Employee Assistance programs

Policy and University Procedures

The most recently revised Alcohol and Other Drug Policy was implemented in July 2024. In July 2024 the University's Student Handbook and Code of Conduct was reviewed and approved by risk managers and senior-level administrators, as well as a Community Standards Working Group, established for university policy gatekeeping and accountability. The University is dedicated to continual outreach efforts to improve and update the University's policy to stay consistent and compliant with all federal, state, and local laws as well as meeting the needs and focusing on student success.

A University Policy and Student Conduct Administrator was established in 2023 as the primary personnel for execution of university policy administration and oversight to policy updates and editing. The administrator leads the Community Standards Working Group, a team of multidisciplinary faculty and staff members who review policy updates and support execution of new policies.

Professional staff members live and work in the residence halls and function as judicial hearing officers. Resident Assistants are trained paraprofessionals that live with students on each floor and serve as advisors, guides and policy enforcers.

Public Safety checks in all students and visitors to the residence halls. Their primary concern is the safety of the students and the enforcement of university policies. Public Safety patrols and monitors the area around campus. Public Safety monitors security cameras and lighting throughout campus, as well as the "Emergency Blue Light Call Boxes" that connect directly to the 24-hour Operations Center at the Public Safety Command Center.

Incident Review Meeting. In September 2023 the Incident Review Meeting was created to review each incident on a week-to-week basis to ensure the university is responding to student incidents, enforcing policy, and to ensure the proper follow-up is coordinated. The meeting's intent is to also review student concerns, improve staff response, and to discuss trends.

Sanctioning Process. A student who is alleged to have engaged in an alcohol or drug violation receives communication of the alleged violation and is scheduled for a meeting with an Administrative Hearing Officer or the Judicial Hearing Board, as outlined in the Student Handbook. The Assistant Director of Residence Life or the university Student Conduct Administrator reviews the report and decides which area the case will be handled. All incidents and sanctions are compiled reviewed weekly within Student Life to

ensure its consistency.

Notification of the Drug and Alcohol Program Biennial Review

Notification of the information contained in the DAAPP will be distributed to all students, faculty, staff, employees and alumni at the start of each semester via email as part of the Consumer Information notification.

Oversight Responsibility of the DAAPP and the Biennial Review

The Vice President for Student Life/Dean of Students, Director of Human Resources, and Assistant and Associate Deans of Students will serve as the main contacts who will have oversight responsibility of the Review including but not limiting to: updates, coordination of information required, and coordination of the annual notification to employees and students. A Biennial Review Team, led by an Associate or Assistant Dean of Students, has been established to assist with these responsibilities and conduct the biennial review to ensure the university's efforts are in compliance, as well as effective for the entire university community. The team is responsible to the President of the University and will annually provide a report to the President and Senior Administration.

Annual Security Report

The Annual Security Report is prepared in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is compiled collaboratively by the Director of Public Safety and the Dean of Students, and with support of other University units and personnel. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and each of our alternate sites, as well as the division of Student Affairs. Areas contributing to the development of this report include: Residence Life, Student Engagement, Counseling Services, Health Services, Dean of Students Office and Title IX. Each entity provides updated information on their educational efforts and programs specifically designed to comply with the Clery Act. The Office of Residence Life is also integral in the development of campus crimes and referrals, specifically related to residential students.

Campus crimes, arrests, and referral statistics include those reported to Holy Family University's Public Safety Department, designated campus officials, and local law enforcement agencies. Designated campus officials include, but are not limited to directors, academic deans, department heads, judicial hearing officers, advisors to university students, advisors to student organizations, athletic personnel and athletics coaching staff members.

Each year, an e-mail notification is distributed to all currently enrolled students, full- and part- time faculty, and all staff members that provides information regarding how to access this report. Copies of the report may also be obtained from the Public Safety Office, located in the lobby of the Campus Center, located on the Philadelphia Main Campus, by calling 267-341- 3361. All prospective students and employees may request to obtain a copy from Public Safety.

<https://www.holyfamily.edu/about/administrative-services/campus-safety-security>

Alcohol and Other Drug Prevention and Programming Considerations and Recommendations

Program Strengths

- University Mission and Core Values play a large part in in the university's care for its students and drive the help and support in educating and enforcing policies.
- Collaborative approach to help supports and focus resources to students.
- Increased staff awareness through the involvement of Human Resources.
- Develop and promote initiatives, programs and experiences that establish a more vibrant campus life and ignites student engagement.
- Centralized student conduct case management system.
- Additional resources to Student Engagement to help support expanded reach of program.

Program Challenges

- Continued focus on the institutionalization around alcohol and drug prevention issues. A developed Alcohol and Drug programming model based on university outcomes can help support individual offices' initiatives while assessing the overall University program.
- Continued challenge to creating ways to increase faculty and staff involvement through Human Resources.
- Comparatively, alcohol and drug usage are low on campus. Due to a large population of commuter students, along with lack of student engagement, a focused climate survey about student usage needs to be developed to gain an insight on a problem that may not be visible on campus.
- University lacks the tools to have other alternatives for educational pieces.

Recommendations for Program Future

- Create a baseline understanding of students' alcohol and other drug use and awareness through a University Climate Survey. Establish clear program goals, objectives, strategies, and assessment/outcome measures. Integrate this focus into strategic university initiatives within Student Life.
- Grant program exploration.
- Explore alcohol education programming models to establish a more formalized alcohol and drug education program through current technology partnerships.
- Universal programming tracking system.
- Integrate some program objectives into Student Government Association oversight.
- Integrate some program objectives into the CAPE Crusaders peer educator team.

Certification

Holy Family University, in compliance with the Drug-Free Schools and Campuses Regulations, certifies that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees both on the university premises and as part of any activities.

Disciplinary Sanctions as a result of violations to the Holy Family Alcohol and Other Drugs Policy have been consistently enforced. Holy Family University has implemented a substance abuse prevention and intervention program, including a range of support services and educational opportunities for students and employees. The university recognizes that this is a growing problem and issue. It has committed to improve and enhance its outreach to the Holy Family community around AOD issues in order to increase awareness of substance abuse issues and reduce the harm related to the negative effects on its students, employees, and the community.