



Biennial Review Report

2012-2013 and 2013-2014

January 2015

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I. Introduction

Information contained in this report has been compiled by members of the Georgia Institute of Technology, Biennial Review Committee (See Appendix A). Other professionals representing various departments at the Georgia Institute of Technology have also contributed to the content of this document. The report meets or exceeds the requirements of the 1989 amendments to the Drug-Free Schools and Campuses Act, as articulated in Part 86, the Drug Free Schools and Campuses Regulations.

II. Overview of the Act

The Federal Drug-Free Schools and Communities Act specifies that institutions of higher education must meet minimal alcohol and other drug abuse (AOD) prevention standards to receive federal funding. Institutions are required to:

- A. Establish standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol;
- B. Establish and enforce clear policies that promote an educational environment free from the abuse of alcohol and use of other drugs. Provide clear statements that disciplinary sanctions will be imposed, and a description of those sanctions;
- C. Provide a description of applicable legal sanctions under local, state, and federal law;

- D. Educate members of the campus community for the purpose of preventing alcohol abuse and other drug use. Distribute information on the health risks associated with AOD use;
- E. Provide a reasonable level of care for AOD users and abusers through counseling, treatment and referral; and
- F. Conduct a biennial review of AOD efforts to measure consistency in the enforcement of AOD-related laws and regulations and to determine policy and program effectiveness.

III. Overview of the Biennial Review Requirements

The Drug-Free Schools and Campuses Regulations require institutions of higher education to review their AOD programs and policies every two years. The regulations do not specify, however, what a biennial review should include or how it should be conducted. The review has two objectives: (1) to determine the effectiveness of, and to implement any needed changes to, the AOD program; and (2) to ensure that the disciplinary sanctions for violating standards of conduct are enforced consistently. Suggested recommendations from the U.S. Department of Education propose that institutions:

- A. Retain copies of educational materials which are distributed;
- B. Retain records indicating how and when materials were distributed;
- C. Compile data that shows programming effectiveness;
- D. Make changes to the program based on a review of the results;
- E. Make available a copy of each item required by the Act; and

F. Retain Biennial Reviews for three years and, upon request, send a copy to the Department of Education.

IV. The Setting

According to promotional materials, "the Georgia Institute of Technology is one of the nation's top research universities, distinguished by our commitment to improving the human condition through advanced science and technology." Georgia Tech's campus occupies 400 acres in the heart of the city of Atlanta, where more than 23,100 undergraduate and graduate students, as of fall 2014, receive a focused, technologically based education. Georgia Tech has an extended "campus" far beyond the borders of the main Atlanta location to encompass learning and research platforms in Europe and Asia including: France, Singapore, Ireland, Shanghai, and Costa Rica.

Accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the Institute offers many nationally recognized, top-ranked programs. Undergraduate and graduate degrees are offered in the Colleges of Architecture, Engineering, Sciences, Computing, Management, and the College of Liberal Arts. In 2014, Georgia Tech was ranked #7 among public universities in the country by *U.S. News & World Report*. Georgia Tech's College of Engineering is consistently ranked in the nation's top five by the magazine. Tech's industrial engineering program has been ranked #1 for more than two decades. (*U.S. News & World Report* College Rankings, 2015).

Renowned for providing a highly diverse educational environment, the Georgia Institute of Technology enrolls students from every state and more than 100 countries; approximately

51 percent of students are Caucasian, 28 percent Asian, 7 percent Hispanic, 6 percent African American, and 4 percent multiracial. The Institute is consistently rated among the top universities in the nation for graduation of underrepresented minorities in engineering, computer science, and mathematics. Georgia Tech consistently ranks among the top universities in the country in the number of engineering degrees awarded to women, African Americans, and all underrepresented minorities. Notably, it is number 1 in undergraduate engineering degrees awarded to all minorities and number 1 in doctoral engineering degrees awarded to African Americans, Asian Americans, and Hispanics. (GT Website, <http://www.gatech.edu>, 2015).

The Georgia Institute of Technology is one of the nation's leading public research universities. Groundbreaking research is underway in dozens of labs across campus, focused on producing technology and innovation that will help drive economic growth while improving human life on a global scale. With top-ranked programs in the sciences, engineering, computing, architecture, and related areas, Georgia Tech is committed to "...be among the most highly respected technology-focused learning institutions in the world." (GT Website, 2015).

From its beginnings more than a century ago, the Georgia Institute of Technology has established a tradition of excellence in technological research as well as education. The Institute is well known for its high academic standards and stands among the top ranks of U.S. research universities.

V. Overview of the Alcohol and Other Drug (AOD) Abuse Prevention Efforts at the Georgia Institute of Technology

Georgia Institute of Technology is committed to providing a campus environment free of the abuse of alcohol and other drugs and the illegal use of alcohol and other drugs. To enhance this commitment, the institute has adopted and implemented policies and programs that seek to prevent the illicit use of drugs and the abuse of alcohol by university community members.

a) Campus Alcohol Policy

Type of Policy: Administrative

Effective Date: November 2002

Last Revised: June 2013

Review Date: June 2016

Contact Name: Felicia Winborne

Contact Title: Project Support Spec Sr

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Reason for Policy:

Georgia Tech is committed to maintaining a safe and inviting campus environment for its community members and visitors. This policy, in conjunction with the [Student/Student Organization Alcohol Policy](#) and the [Employee Alcohol and Illegal Drug Use Policy](#), provides a consistent approach to alcohol usage on-campus and at official Georgia Tech events, and adheres to federal, state, and local laws and ordinances, as well as Board of Regents' policy.

It is important that all members of the Georgia Tech community and visitors to the Georgia Tech campus follow this policy. In doing so, Georgia Tech will be able to allow alcohol to be served in a responsible manner that respects the best interests of all.

Policy Statement:

All persons must comply with federal, state, and local laws and the policies of Georgia Tech and the Board of Regents governing the use, possession, manufacture, distribution, dispensation, and sale of alcoholic beverages while on the Georgia Tech campus and at Georgia Tech events either on- or off-campus.

Alcohol may be served at Georgia Tech events on-campus only with prior approval from the Office of the President or its designees. Once approval has been received, the Georgia Tech organizer must comply with the procedures outlined in this policy.

Tailgates are permitted without prior authorization for Georgia Tech sporting events and certain other campus events as announced by the Office of the President, but hosts and participants will be expected to abide by the procedures outlined in this policy. This policy does not apply to the lawful use of alcohol in campus residences.

Scope:

All persons must comply with this policy while on the Georgia Tech campus and/or while attending, organizing, or supervising Georgia Tech events either on- or off-campus.

Policy Terms:

Campus

Institute-owned or leased buildings, grounds and property, including sidewalks and streets within campus boundaries.

Georgia Tech Events

Any event or activity (either on- or off-campus) organized, sponsored, or supervised by a Georgia Tech college, school, office, department, unit, or affiliate. Events or activities organized, sponsored, or supervised by a Georgia Tech student organization are governed by the [Student/Student Organization Alcohol Policy](#).

Organizer

The Georgia Tech college, school, office, department, unit, or affiliate organizing, sponsoring, and/or supervising the Georgia Tech event.

Tailgate

A social event occurring on-campus (usually in parking areas at or around the football stadium, basketball pavilion, or other sports arenas) before, during, and after games and concerts.

Trained Server

A TIPS (Training Intervention Procedures for Servers) trained server used to monitor the service and consumption of alcohol.

Procedures:

A. Georgia Tech Events

Alcohol Prior Approval Form

Organizers of Georgia Tech events on-campus where alcohol is to be served must submit an [Alcohol Prior Approval Form](#) prior to the event in order to receive approval from the Office of the President or its designees. Three individuals are authorized to approve such events:

1. President or designee
2. Provost
3. Executive Vice President for Administration and Finance

On-campus events with alcohol where students are invited must be approved in advance by the Vice President for Student Affairs or designee before submission to the above. Organizers are responsible for securing prior approval and compliance with related policies (see Related Information section).

Designated Responsible Employee

All Georgia Tech events held on-campus must have a designated responsible full-time Georgia Tech employee who is present during the entire event. This can be a member of the faculty, staff, or a campus police officer.

Funding

Any moneys used to pay for alcohol at Georgia Tech events must be taken from non-state, personal, or other private sources.

Identification

If students are invited or attend a Georgia Tech event, organizers should ensure the identification of all individuals being served alcohol is checked so that alcoholic beverages are not served or made available to any individual under the lawful drinking age.

Kegs & Common Containers

Kegs and other common usage containers (such as punch bowls or frozen drink machines) for alcoholic beverages may be used only if there is distribution by a vendor with a proper alcohol license.

Over-Serving

Organizers must ensure that no noticeably intoxicated person is given or allowed to consume any additional alcoholic beverage from the Georgia Tech event.

Food

Organizers must ensure that non-alcoholic beverages and food are provided in reasonable quantity, in the same general area, and for the same time period, as the alcoholic beverages are accessible at the Georgia Tech event.

Student Attendance

The following provisions apply if students are invited or attend a Georgia Tech event:

1. Attendance at the Georgia Tech event must be completely voluntary. Required attendance may not occur and even the perception of required attendance should always be avoided. The prominent display of alcohol should be avoided at Georgia Tech events on-campus where students are invited and/or are passing by the event.
2. Access to the alcoholic beverages must be controlled through a central point of distribution by a vendor with a proper alcohol license or a trained server and through the use of sober monitors. Control is for the purpose of restricting use by those under the legal drinking age and/or who are obviously intoxicated.

Insurance

Insurance & Claims Management will determine insurance requirements for Georgia Tech events held on-campus and may require certificates of insurance when events require the use of campus facilities. Organizers should complete the [Special Events Questionnaire](#) prior to the event.

Department Policies

Georgia Tech buildings, colleges, schools, offices, departments, units, or affiliates may have additional policies and procedures relating to events and activities they sponsor. Those policies should not conflict with this Campus Alcohol Policy. Organizers should check with the appropriate organizations in advance.

B. Alcohol On-Campus

Sale of Alcohol

The sale of alcoholic beverages on-campus is generally not permitted. Exceptions may be approved by the Office of the President where the sale is by a vendor with a proper alcohol license in accordance with state and local law.

Open Container

No one shall conspicuously display open containers of alcoholic beverages (open beer or liquor cans/bottles) in any public location on-campus, including but not limited to, grounds, sidewalks, and streets within campus boundaries (with the exception of privately owned or leased grounds within campus boundaries).

Advertising

The posted advertisement of alcoholic beverages on-campus is not permitted. Georgia Tech colleges, schools, offices, departments, units, and affiliates are prohibited from advertising alcoholic beverages. No promotion or advertising on-campus of incentive drinking (happy hours, 2-for1 specials, unlimited quantities of alcohol available or at reduced prices or free, events focusing on the consumption of alcohol, etc.) is permitted.

All Georgia Tech organizers should seek promotional sponsorship and support for campus events from vendors other than purveyors of alcoholic beverages.

C. Tailgating

Tailgates

Tailgates are permitted without prior authorization for Georgia Tech sporting events

and certain other campus events as announced by the Office of the President, but hosts and participants will be expected to abide by the procedures outlined in this policy section.

Gameday Parking information can be found on the Parking and Transportation Services [website](#).

Drinking Age

Tailgate hosts must ensure that no person under the legal drinking age of 21 will consume or possess any alcoholic beverage from the tailgate.

Over-Serving

Tailgate hosts must ensure that no obviously intoxicated person is given or allowed to consume any additional alcoholic beverage from the tailgate.

Kegs & Common Containers

Tailgate hosts and guests must not use kegs or other common containers for alcoholic beverages.

Conduct

Tailgate hosts and guests must not engage in any disorderly, profane, and/or indecent conduct or misbehavior that would interfere or disrupt the peaceful activities of others.

Time

Tailgates are limited to before, during, and after the Georgia Tech event.

Trash

Tailgate hosts and guests must place all trash in the appropriate trash receptacles (no littering). Hosts and guests are encouraged to recycle their trash (see [Office of Solid Waste Management and Recycling](#) for more information).

Form Links:

[Alcohol Prior Approval Request Form](#)

[Student Alcohol Event Planning Form](#)

[Acknowledgment of Student/Student Organization Alcohol Policy Form](#)

[Special Events Questionnaire](#)

Enforcement:

Unless otherwise stated by law, each individual retains responsibility for his or her own actions at all times regardless of his or her mental or physical state, even if altered by alcoholic beverages or other drugs. Georgia Tech colleges, schools, departments, units, and affiliates may develop and enforce additional group/individual standards which are more restrictive than those established in this policy.

Persons who violate the law may be subject to arrest or citation. Georgia Tech employees and students may also be referred to the appropriate Institute authority for disciplinary sanctions for policy violations. Visitors who violate the law or Georgia Tech policies may also be required to leave the campus.

Related Information:

[GT Special Events & Protocol](#)

[GT Student/Student Organization Alcohol Policy](#)

[GT Policy on Employee Alcohol and Illegal Drug Use](#)

[USG-BOR Alcohol and Drugs On-Campus](#)

[USG-BOR Purchase of Food Using Institutional Funds](#)

[USG-BOR Prohibited Uses of Purchasing Cards](#)

Policy History:

Revision Date	Author	Description
11/2002	Office of the President	New Policy
06/2013	Legal Affairs and Risk Management	Update to policy and revised approval procedures.

b) Employee Alcohol and Illegal Drug Use Policy

Policy No: 5.5

Type of Policy: Administrative

Effective Date: October 2009

Last Revised: October 2011

Review Date: October 2017

Contact Name: Eric White

Contact Title: Workforce Strategy

Contact Email: eric.white@ohr.gatech.edu

Reason for Policy:

Georgia Tech has a vital interest in maintaining safe, healthful, and efficient working conditions for its students and employees. Being under the influence of a drug or alcohol on the job may pose serious safety and health risks not only to the user and to those who work with the user, but also to the public we serve. In compliance with the federal Drug Free School and Communities Act Amendments of 1989 and the Georgia Drug Free Post-Secondary Education Act of 1990, Georgia Tech has established this policy on alcohol and illegal drug use. As a condition of employment, Georgia Tech faculty and staff agree to abide by the items of this policy.

Policy Statement:

The Georgia Institute of Technology is committed to having faculty, staff, and administrators who do not engage in illegal alcohol and drug activities. Georgia Tech will take the necessary steps to comply with all federal, state, and local laws and policies, including the policies of the Board of Regents of the University System of Georgia, on the abuse of alcohol and drugs by its employees.

It is our goal to educate our employees about wellness and the hazards of alcohol and drug abuse and to provide appropriate referrals to health professionals when problems are reported.

In accordance with federal and state laws and because of the potential detriment to the health and well-being of its employees, all employees (including full-time, part-time, temporary, and intermittent) are prohibited from engaging in the unlawful use, possession, manufacture, distribution, dispensation, and sale of alcoholic beverages, controlled substances (including marijuana) and other dangerous drugs on the campus of Georgia Tech (including all property owned or leased by Georgia Tech) and at all Georgia Tech activities, including approved off-campus events.

Georgia Tech requires its employees to comply with all federal, state, and applicable local laws pertaining to the use, possession, manufacture, distribution, dispensation, and sale of alcohol and controlled substances including marijuana. Employees shall not use any substance

in any manner that impairs performance of assigned duties or adversely affects Georgia Tech business.

Federal, state, and local sanctions for those convicted of violating laws prohibiting the unlawful use, sale, possession, and distribution of alcohol or controlled substances include heavy fines, incarceration for various periods of time including life, forfeiture of assets, and suspension or loss of driver, business, or professional licenses. More detailed information on legal sanctions for illegal drug and alcohol activity, as well as availability of training for supervisors to help identify and appropriately handle employee substance abuse problems, may be obtained from the Campus Drug Policy Coordinator in the Office of Human Resources at 404-894-0300.

Scope:

This policy applies to all departments, all faculty and staff (including contracted employees*) and all job applicants.

*Subcontracts with other organizations may require additional procedures if Georgia Tech employees work under those contracts.

Each member of the Georgia Tech community should be involved in the implementation of, and compliance with, this Policy.

Policy Terms:

Alcohol

The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol including methyl and isopropyl alcohol

Controlled Substance

Any drug or immediate precursor included in the definition of “controlled substance” in the Official Code of Georgia Section 16-13-21 (4), including marijuana, or Schedules I through V of the Federal Controlled Substance Act [21 United States Code 812]

Dangerous Drug

As defined in the Official Code of Georgia Section 16-13-71

Illegal Drug

Marijuana/cannabinoids (THC), cocaine, amphetamines/methamphetamine, opiates or phencyclidine (PCP). The term illegal drug shall not include any drug when used pursuant to a valid prescription or when used as otherwise authorized by state or federal law.

Procedures:

The Georgia Tech Campus Drug Policy Coordinator is responsible for ensuring that this policy is distributed annually to each employee of Georgia Tech.

Testing

In accordance with federal law, Georgia Tech will conduct pre-employment, random, reasonable suspicion, post-accident, return to duty, and follow-up to rehabilitation drug testing

for employees or applicants whose main duties include: carrying weapons and utilizing arrest powers; providing health care and treatment service; administering medications, driving cars, trucks, vans, and buses and other types of vehicles on state roads and highways to transport patients, passengers and equipment; using or operating heavy machinery and equipment; certain security clearance access (see Appendix A for additional requirements); and providing counseling services often directly related to substance abuse.

All drug testing will be conducted in accordance with federal and state law, Board of Regents policy, and other applicable regulations and procedures. Georgia Tech shall enter into such contracts as may be necessary to provide for testing and verification services. Such testing programs shall give due consideration to security of sample collection, chain of custody requirements, accuracy of testing, and confidentiality of testing results.

Employees identified for drug testing under this policy shall be provided a specific date and time to report for testing; such date and time shall be as soon as possible, but not later than two (2) business days following the date the individual receives notification to report.

Employees subject to testing due to the duties of their position will be removed from their position or terminated from employment if they decline to submit to a drug test or if they test positive for the use of illegal drugs. Employees subject to testing for reasonable suspicion shall be subject to disciplinary action to include possible termination if they decline to submit to a drug test or if they test positive for the use of illegal drugs.

Georgia Tech reserves the right to conduct alcohol testing on any employee in the case of reasonable suspicion of intoxication while performing employment duties. Employees subject to alcohol testing for reasonable suspicion shall be subject to disciplinary action to include possible termination if they decline to submit to an alcohol test or if they test positive for the use of alcohol while performing employment duties.

Alcohol

The posted advertisement of alcoholic beverages or any other controlled substance or dangerous drug on campus is not permitted. Campus publications are encouraged to eliminate all advertisement of alcoholic beverages. No promotion or advertising on campus of incentive drinking ("happy hours", "2-for-1 specials", unlimited quantities of alcohol available or at reduced prices or free, events focusing on the consumption of alcohol, etc.) is allowed. All campus organizations are encouraged to seek promotional sponsorship and support for campus events from vendors other than purveyors of alcoholic beverages, who target their products toward college age populations.

Employee misconduct related to alcohol use or abuse in violation of this policy will not be tolerated. Any employee who violates this policy, or any state or federal law or policy, regarding the use, possession, manufacture, distribution, dispensation, or sale of alcoholic beverages shall be subject to corrective disciplinary actions and penalties up to and including termination of employment and referral to appropriate federal, state, or local authorities for prosecution in the courts. Employees may be required, at the discretion of Georgia Tech, or as

mandated by law, to participate satisfactorily in an alcohol abuse assistance or rehabilitation program.

Conviction/Informing

An employee who is convicted of any offense involving the manufacture, distribution, sale, or possession of a controlled substance, marijuana, or a dangerous drug must notify in writing the Georgia Tech Drug Policy Coordinator of such conviction no later than five days after the conviction. If the employee works on Federal grant, Georgia Tech will notify the granting agency within ten (10) calendar days after receiving notice of the conviction from the employee or otherwise receiving actual notice of such conviction.

After a first conviction, any such employee, shall at minimum, be suspended from his/her employment for a period of not less than two months. Any such employee shall be required, as a condition of completion of suspension, to complete a drug abuse treatment and education program approved by Georgia Tech. Upon a second conviction, the employee will be terminated and made ineligible for any state employment for a period of five years.

Pursuant to Georgia state law and Board of Regents Policy 8.2.18, if prior to arrest for an offense involving a controlled substance, marijuana, or a dangerous drug, an employee notifies his/her immediate supervisor that he/she illegally uses a controlled substance, marijuana, or a dangerous drug and is receiving or agrees to receive treatment under a drug abuse and education program approved by Georgia Tech, such employee shall be eligible to retain their position for up to one year, provided such employee follows the treatment program and is subject to random drug testing. Retention of such employee is conditioned upon satisfactory

job performance and does not affect any disciplinary action for criminal conviction or drug related misconduct on the job. This option is available to employees only once during a five year period and shall not apply to any such employee who has refused to be tested or who was tested positive for a controlled substance, marijuana, or other drug.

Georgia Tech operates programs that provide information and referral to professional services for its faculty and staff on matters related to the abuse of alcohol and drugs. The Faculty and Staff Assistance Program, FSAP (404) 894-1225 makes confidential referrals to clinics, physicians, and agencies. The Faculty and Staff Assistance Program is provided at no cost to employees; however, the clinics, physicians, or agencies to which an employee is referred may charge for their services.

Responsibilities:

The responsibilities each party has in connection with the Employee Alcohol and Drug Use Policy are:

Party	Responsibility
Chief Human Resources Officer & Performance and Talent Management	Ensure compliance with policy.
Legal Affairs	Offer assistance with policy interpretation.
OHR Talent Acquisition	Offer assistance with policy interpretation.

Related Information:

[Georgia Tech Policy on Pre-employment and Substance Abuse Screening](#)

[Georgia Tech Policy on Drug and Alcohol Testing](#)

[Georgia Tech Policy on Student Alcohol and Illegal Drugs](#)

[Board of Regent's Policy on Drug Testing \(High-Risk Employees\)](#)

Related Documents:

 [5.5 Appendix A - 2012Revised.pdf](#)

Policy History:

Last revised by Office of Human Resources October 2011 updated for compliance

Compliance Reporting Date: Monday, 31 December 2012

Compliance Reporting Reason: Annual notification of Institute policy and programs to employees and students as required by Drug Free Schools and Communities Act. More information can be found at: <http://www.higheredcenter.org/mandates/dfsc>

Student/Student Organization Alcohol Policy

Last Revised: November 2012

Review Date: February 2015

The purpose of this policy is to promote and educate about the lawful and responsible use of alcohol by students, and to educate about illegal drugs in order to maintain an environment that is consistent with the educational focus of Georgia Tech.

Georgia Tech will comply with all federal, state, and local laws and policies, including the policies of the Board of Regents of the University System of Georgia, on the abuse of alcohol and other drugs by its students. The legal drinking age in the State of Georgia is 21.

Each member of the Georgia Tech community should be involved in the implementation of, and compliance with this policy. Unless otherwise stated by law, each individual retains responsibility for his or her actions at all times regardless of his or her mental state, even if altered by alcohol or other drugs.

Campus organizations may develop and enforce additional group/individual standards which are more restrictive than those established in this policy.

STANDARDS OF CONDUCT AND SANCTIONS

In accordance with federal and state laws and because of the potential detriment to the health and well-being of its students, all students are prohibited from engaging in the unlawful use, possession, manufacture, distribution, dispensation, and sale of alcoholic beverages, controlled substances (including marijuana), and other drugs. The term “dangerous drug” is defined in the Official Code of Georgia Section 16-13-71.

A. Alcohol

The sale, distribution, and consumption of alcoholic beverages in or on all Georgia Tech owned or leased (by) property, or on sidewalks/streets are specifically prohibited, with the exception of those approved by the Office of the President or designee. This policy does not prohibit the lawful use of alcohol in Institute-owned residences.

Individual possession and/or consumption of alcohol is acceptable, provided individuals DO NOT:

- a. Possess or consume alcohol if under 21 years of age.
- b. Furnish, or cause to be furnished, any alcohol to persons under 21 years of age.
- c. Conspicuously display open containers of alcohol in any public location, including, but not limited to, grounds, sidewalks, and streets within campus boundaries (but not the public sidewalks and streets, or privately owned or leased property).

- d. Sell alcoholic beverages.
- e. Misrepresent one's age or identity in any manner for the purpose of obtaining or possessing alcohol.
- f. Serve or make available alcohol to intoxicated persons.

Alcoholic beverages may be served and/or consumed by individuals 21 and older at advertised events and activities that are promoted, sponsored, or supervised by a chartered Georgia Tech organization, providing the organization shall:

- a. Be responsible for enforcing the entire Student Policy on Alcohol and Illegal Drugs.
- b. Completed and confirmed review of the "Acknowledgement of Alcohol and Illegal Drugs Policy." This form will remain on file in the Office of Leadership and Civic Engagement, 2211 Student Center Commons. Acknowledgment of Alcohol and Illegal Drugs Policy Forms are available in the Office of Leadership and Civic Engagement. This must be signed with every officer transition.
- c. Ensure that alcohol is not the focal point, the reason for, or the drawing card for an event.
- d. Submit, and have approved, a completed Alcohol Event Planning Form. Alcohol Event Planning Forms are available in the Office of Leadership and Civic Engagement.
- e. Not advertise the service or availability of alcoholic beverages at functions.
- f. Ensure that alcoholic beverages are not consumed by any individual under the legal drinking age of 21.
- g. Provide non-alcoholic beverages and food in reasonable quantity, in the same

- general area, and for the same time period, as the alcoholic beverages are accessible.
- h. Control access to the alcoholic beverages through a central point of distribution by a designated server within a designated area at the event (e.g. beer garden) and through the use of sober monitors. Only students who have shown proper proof of age may enter the designated area where alcohol is being served. All alcohol must be distributed and consumed within the designated area. Control is for the purpose of restricting use by those under 21 and/or who are obviously intoxicated.
- i. Not use organizational funds to purchase alcohol. Any funds used to pay for alcohol must be taken from personal/private sources and paid to a properly licensed third party vendor. Alcohol may not be paid for by the student organization via a sale at the activity or by charging an admission fee either in advance or at the door (as stated in the Georgia Code of Law, 1981 Section 3-3-21).
- j. Not use kegs, champagne/punch fountains, or other common usage containers (such as punch bowls or frozen drink machines) for alcoholic beverages.
- k. In the absence of a third-party vendor, designate or hire a TIPS (Training Intervention Procedures for Servers) trained server to monitor the service and consumption of alcohol. It is unlawful to serve or make available alcohol to intoxicated persons (as stated in the Georgia Code of Law, Section 3-3-22).
- l. Require a full-time Institute employee, who must not be a minor, to be present for the duration of functions hosted by student organizations where alcohol is served or made available. Advisers are encouraged to attend such functions.

Promotional activities regarding alcohol are as follows:

- a. The posted advertisement of alcoholic beverages on campus is not permitted. This includes, but is not limited to: chalking, electronic communications, bulletins, flyers, and social media sites.
- b. Campus publications are encouraged to minimize/eliminate all advertisement of alcoholic beverages.
- c. No promotion or advertising on campus of incentive drinking (“happy hours”, “2-for-1 specials”, unlimited quantities of alcohol available at reduced prices or free, events focusing on the consumption of alcohol, etc.) is permitted.
- d. Chartered student organizations and student groups may not seek or accept sponsorship or support from companies/vendors whose main focus of business is the manufacture, distribution, or sale of alcohol, other drugs or related paraphernalia.

Participants in Study Abroad programs are bound by the legal drinking age of the respective countries in which they are traveling and in all other respects this policy applies.

Sanctions for Violation of Standards:

Students who violate this policy will be subject to disciplinary action and penalties in accordance with the Georgia Tech Student Code of Conduct.

Attempts to circumvent the provisions in this policy in any way are an infraction of this policy.

B. Possession and/or Use of Illegal Drugs

Georgia Tech does not permit or condone the illegal possession and/or use of controlled

substances. Controlled substances means any drug, substance, or immediate precursor included in the definition of controlled substance in the Official Code of Georgia Section 16-13-21 (4) or Schedule I through V of Section 202 of the Federal Controlled Substance Act [21 United States Code 812]. The term “dangerous drug” is defined in the Official Code of Georgia Section 16-13-71.

Sanctions for Violation of Standards:

Any student who violates this policy or any federal or state law or policy regarding the manufacture, distribution, sale, possession, or use of controlled substances or other dangerous drugs shall be subject to disciplinary actions and penalties in accordance with the Georgia Tech Student Code of Conduct.

Additionally, in accordance with Georgia law, any student convicted of a felony that involves the manufacture, distribution, sale, possession, or use of controlled substances or other illegal drug, or chartered student organizations and student groups involved in these activities may be subject to specific penalties required by state law.

Further information regarding the effects of drug abuse and penalties for manufacture, distribution, sale, possession, or use of controlled substances or other illegal drugs is available in the Counseling Center, Stamps Health Services and the Office of the Dean of Students.

Participants in Study Abroad programs are bound by the policies of the Georgia Institute of Technology regarding the possession and/or use of controlled substances or other illegal drugs.

POLICY REVIEW

This policy shall be reviewed by a Task Force which includes student representation and is appointed by the Dean of Students or their designee, to determine its effectiveness, to ensure that policies are enforced and the disciplinary sanctions are consistently applied, to evaluate the effectiveness of the implementation of the educational component of the policy, and to recommend and implement changes as appropriate.

POLICY DISTRIBUTION

The Dean of Students, or their designee, shall oversee the annual distribution of this Policy to every Georgia Tech student. Additional copies of the Policy on Student Alcohol and Illegal Drugs may be obtained from the Office of the Dean of Students.

(<http://policylibrary.gatech.edu>, 2015)

Good Samaritan Provision

As endorsed by Student Regulations Committee 2/10/11

Good Samaritan Provision – Alcohol Only

The health and safety of members of the Georgia Tech community are the primary concerns of the Institute. We are committed to ensuring that students obtain timely medical assistance for themselves and their peers. To this end, we have instituted a Good Samaritan Provision.

The Georgia Tech Police Department will assist those individuals whose judgment or health is severely affected due to alcohol consumption by facilitating transport to local

hospitals or by taking other proactive measures. Students are encouraged to inform Institute or local police, resident life staff, or other Institute staff when assistance is needed.

The Institute has developed the following “Good Samaritan Provision” to support the individual efforts of students acting responsibly, providing a health focused response to the incident rather than a disciplinary consequence. The Good Samaritan Provision only applies to Student(s) and student organizations whose alleged alcohol policy violation is under review by the Office of Student Integrity and/or the Department of Housing. The Student Conduct Administrator or Housing Judicial Administrator will make the determination as to whether or not, based on the totality of the circumstances, the provision can be applied in that incident.

a) If a Student assists another in receiving appropriate assistance from Institute staff or emergency personnel, then that Student, as well as those who are assisted will not be subject to Institute or Housing disciplinary action with respect to the incident. This is the case even if the Student who is assisting has been under the influence of alcohol.

b) The Good Samaritan Provision only applies if the incapacitated or intoxicated Student(s) and/or student organization agree to complete any recommended education and/or treatment, as deemed appropriate by the Office of Student Integrity and/or the Department of Housing. This education or treatment may include seminars, programs, assessments or individual counseling. Additionally, under the Institute’s Parental Notification Policy, the Institute still reserves the right to contact the Student’s parent(s) or guardian(s) related to the incident as deemed necessary.

c) Should the Student or student organization fail to complete any actions outlined by the Office of Student Integrity and/or the Department of Housing, the Institute reserves the

right to initiate disciplinary action. Use of the provision will not be disclosed as part of any background or record checks.

d) Serious or repeated incidents will prompt a higher degree of medical concern by the Institute. Failure to complete recommended follow-up education, assessment, and/or treatment may result in disciplinary action and/or a recommendation for a withdrawal from the Institute. Where appropriate under the Institute's Parental Notification Policy, parents and guardians will be brought into the conversation to formulate a solution. The Good Samaritan Provision does not excuse or protect individuals or student organizations that repeatedly and deliberately violate Institute policy. This provision also does not preclude disciplinary action regarding other violations of Institute policies. This provision only relates to Institute policy (e.g., Student Code of Conduct, Department of Housing) and does not limit the actions of law enforcement or emergency personnel to complete their appointed duties at the time of the alleged violation.

e) An Organization's actions that violate the regulations of its governing body may be adjudicated by the student organization. This is independent of the Institute process. In situations where an Organization is in violation of the policy of its own governing board as well as Institute policy, independent investigations may occur.

DRUG AND ALCOHOL COUNSELING, TREATMENT, AND REHABILITATION

Students with alcohol- or drug-related concerns may be referred to, or seek assistance from the Division of Student Affairs. The Division of Student Affairs provides trained professional and paraprofessional counselors in the Counseling Center for drug and alcohol abuse prevention, education, and counseling. Counseling Center staff provide referrals and/or

assist students in facilitating hospitalizations to area drug/alcohol rehab treatment programs.

Campus-Wide Efforts to Prevent the Abuse of Alcohol and Other Drugs

Students with alcohol- or drug-related concerns may be referred to, or seek assistance from the Division of Student Affairs. The Division of Student Affairs provides trained professional and paraprofessional counselors in the Counseling Center for drug and alcohol abuse prevention, education, and counseling.

1) Counseling Center

- a) Provides general counseling services;
- b) Provides specific AOD related counseling services, including individual counseling, substance abuse therapy group and assessment of all clients' substance use;
- c) Supported the creation of an Alcoholics Anonymous group that meets on-campus;
- d) Hosts and promotes several on-line assessment and educational tools with personalized feedback for individual students to explore their substance use, including eCHECKUP TO GO alcohol, eCHECKUP TO GO marijuana and Marijuana 101;
- e) Coordinates an interdisciplinary Alcohol and Other Drug Treatment Team;
- f) Facilitates specialized training in AOD clinical issues for pre-doctoral interns through training seminar and a specialized clinical rotation;
- g) Partnerships with the Office of the Dean of Students;

- h) Conducts Alcohol and Other Drug Assessments; and
- i) Offers programming as requested.

2) Housing

- a) Provides training to all student staff members about policies and procedures in relation to alcohol and other drugs;
- b) Annually informs student staff members on alcohol and drug-related protocols, response and effects;
- c) Provides new staff members with a twelve-week training class where students can discuss ongoing issues with the residence halls. This training includes alcohol, drugs and appropriate responses;
- d) Provides training scenarios for student staff members with the assistance of the Georgia Tech Police Department, Health Promotions, and other Institute personnel. These scenarios include alcohol and other drugs;
- e) When interacting with residents, Housing professional staff members will refer residents to the Counseling Center if there is an omission or suspicion of reliance on alcohol or other drugs;
- f) Professional and student staff members serve in an “on call” rotation and respond to crises involving alcohol and other drugs;
- g) Housing Conduct Administrators address misconduct in the residence halls by hearing student conduct cases, which includes alcohol and other drugs violations;
- h) All Residence Hall Association sponsored events are alcohol free; and

- i) All residence hall events sponsored by student staff members are alcohol and drug free.

3) Health Services

- a) Participates in Alcohol Task force. The committee is chaired by the Director of Health Promotion and a health educator is also assigned to the task force;
- b) Follows the Higher Education Center's environmental management framework to structure the alcohol prevention program (see Appendix B for details);
- c) Implements an online alcohol and other drug education course, MyStudentBody (MSB), focused on first year students and student conduct. Active promotion of site occurs between June 1 and October 1 each year. Sixty-six percent (N=2,522) of first year students completed the alcohol module in 2013 and 69% (N=2,908) of first year students completed the alcohol module in 2014;
- d) Facilitates CHOICES program consisting of two 90 minute sessions. Monthly classes are held and consist of students who have been sanctioned for an alcohol violation(s) by Office of Student Integrity and, student organizations. Fifteen students participated in 2013 and 2014;
- e) Received and implements a Georgia Highway Safety Grant (2013 & 2014) from the Governor's Office of Highway Safety. The mission of the program is to promote education and awareness to young adults about highway safety issues, such as but not limited to; underage drinking, impaired driving, destructive decisions, and other high-risk behaviors, in order to decrease crashes, injuries, and fatalities. Monthly

reports are archived with the Georgia Tech Office of Sponsored Programs; and

f) Host and promote the College Response site which provides the opportunity to self-screen for depression, bipolar disorder, Post-Traumatic Stress Disorder, generalized anxiety disorder, eating disorders, and alcohol use disorders. Screening numbers are for August 1, 2014 to December 17, 2014 (other numbers are not available because the company revised the website reporting): 305 total screenings; 47 were alcohol (an increase from previous biennial review).

4) New Student and Sophomore Programs

Each summer, leaders of Georgia Tech's new student orientation program FASET (Familiarization and Adaptation to the Surroundings and Environs of Tech) for new undergraduate students (freshmen and transfers) as well as their parents, family members, and guests, receive alcohol and drug abuse prevention and education training.

- a) Students who attend FASET (freshmen and transfer) receive basic information about alcohol and drug abuse through presentations by the Dean of Students;
- b) Students who attend FASET (freshmen) receive education/information about alcohol and drug abuse resources through the break out presentation "Don't just Survive at Tech...Thrive" (joint presentation by Health Promotions, CRC & the Counseling Center);
- c) Students who attend FASET (freshmen) receive scenario-based education through the GT Life Skits as well as processing time with trained FASET leaders to discuss alcohol and other drug related topics;

- d) Parents and guests who attend FASET receive information on alcohol and drug abuse through presentation by the Dean of Students, Parent Breakfast Program as well as the FASET Marketplace which is a resource and information fair;
- e) FASET Leaders and Members of FASET Cabinet receive training on holding discussions and answering questions related to alcohol and other drugs prior to summer sessions; and
- f) All leaders are trained on, and required to participate in, MyStudentBody.

5) Institute Communications

- a) Collaborates with various campus entities to insure that campus-related issues and information is both timely and assessable by all;
- b) Supports and publicizes positive initiatives to reduce high-risk drinking; and
- c) Reacts to campus alcohol-related emergencies by working with the campus community and media.

6) GT Police

- a) Provides 24-hour patrols on foot, motorcycle, bicycle, car, and Segway, as well as under cover and K-9 patrols;
- b) Enforces criminal laws, traffic laws, and local regulations;
- c) Responds to emergencies and other calls for service;
- d) Provides training to residence life staff and the community on alcohol and drug prevention;
- e) Prepares and distributes numerous crime prevention brochures and pamphlets;

- f) Provides Fatal Vision (beer goggles) demonstrations throughout the year and during Freshmen New Student Orientations;
- g) Alcohol and drug related information and resources are located in the lobby of the police department;
- h) The Crime Prevention unit conducts regular presentations for Greek and various student organizations on “safe parties” and alcohol awareness;
- i) Provides information and presentations to the international students on legal drinking age and safety awareness;
- j) Conducts crime awareness and safety presentations to students, faculty and staff, on topics such as alcohol awareness, drug prevention and education, and sexual assault prevention and education; and
- k) Distributes alcohol education materials at FASET and international and graduate student orientation.

The Georgia Tech Police Department strives for excellence and integrity in providing a safe and secure environment for the Tech community. It is their goal to effectively enforce laws and campus policy, to serve the diverse public, prevent and detect criminal activity and reduce crime on and around the campus. On-campus crime statistics for 2012-2014 are reflected in Tables 1 and 2 below:

Table 1. Crimes

CRIMESⁱ	2012	2013	2014*
Murder	0	0	0
Rape	1	2	5

Robbery	4	6	10
Aggravated Assault	5	3	5
Arson	0	0	0
Burglary	19	43	52
Larceny	359	352	308
Motor Vehicle Theft	9	22	21

* The 2014 data are unofficial, preliminary numbers that are subject to change.

Table 2. Arrests

ARRESTS ⁱⁱ	2012	2013	2014*
Liquor Violations	10	8	5
Drug Violations	12	10	19
Weapons Possessions	1	6	4

* The 2014 data are unofficial, preliminary numbers that are subject to change.

- ⁱ Table 1. 2012 and 2013 data source:
 - [FBI UCR 2013 Crime in the United States Table 9, Georgia, Offenses Known to Law Enforcement](#)
 - [FBI UCR 2012 Crime in the United States Table 9, Georgia, Offenses Known to Law Enforcement](#)
- ⁱⁱ Table 2. 2012 and 2013 data source:
 - [2014 Georgia Tech Police Department Campus Safety Report](#)

7) Student Center

- a) Provides responsible beverage service at Technology Square restaurants;
- b) Annually sponsors over 250 alcohol-free events; and
- c) Provides a venue for over 7,500 meetings and events annually, which are alcohol-free.

8) Legal Affairs

- a) Reviews alcohol-related policies and procedures; and
- b) Assists campus entities with alcohol-related legal matters.

9) Alumni Association

- a) For Alumni Association events at which alcohol is being served and, at which, students may be present, the Association will follow strict guidelines controlling the access and consumption of alcohol in addition to all Institute policies and state laws; and
- b) Endeavors to educate alumni about alcohol-related issues and programs to encourage responsible behavior among alumni.

10) Athletics

- a) Annually distributes the drug and alcohol policy to student athletes through the student handbook and the student-athlete planner;

- b) Compliance meets with each team at the beginning of the school year to confirm their understanding of the policy and the consequences of testing positive;
- c) All student athletes are required to take HPS 1040, a mandatory health class for all students at Tech. This class includes a section on drug use/abuse and the effects on health and wellness;
- d) All student athletes are required to attend two drug and alcohol education events annually via the use of outside speakers, on-campus resources or other campus awareness efforts;
- e) Educational brochures and posters are located in high traffic areas such as the training room, dining hall and academic advising area for student athletes;
- f) Conducts institutional drug testing frequently during the semester, from a random draw among all sports and student athletes;
- g) Brings in or helps fund a "Hot Topics" speaker to come in and speak on specific issues;
- h) Should a student athlete test positive for an illegal substance, the following steps are put in place:
 - a. 1st Offense: coach and parents are notified. Student athlete is obligated to meet with a counselor for evaluation and, if prescribed, follow a

treatment plan. In addition, the student-athlete is scheduled for more regular future drug testing.

- b. 2nd Offense: same conditions as 1st offense with the addition of a 10% suspension from outside athletic competition.
- c. 3rd Offense: Permanent removal from the team and removal of any applicable athletic aid at the end of the semester.

Failure to comply with any aspect of these procedures may result in a permanent dismissal from the team. Any student athlete has the opportunity to use the safe-harbor provision and admit to substance use, prior to a test, one time without penalty. Any student-athlete has the opportunity to appeal a positive drug test result.

11) Greek Affairs

- a) Provides alcohol policy education, training and monitoring for events through Collegiate Panhellenic Council (CPC), Interfraternity Council (IFC), Multicultural Greek Council (MGC), and the National Pan-Hellenic Council (NPHC);
- b) IFC trains a group of students to patrol fraternity parties, address alcohol policy violations, and report such violations;

- c) IFC and CPC conduct peer education training about alcohol policies and safety health concerns during the first week of the pledge and new member programs;
- d) Greek Affairs staff conducts alcohol policy and health presentations to individual fraternity and sorority chapters upon request;
- e) Greek Affairs staff works with Student Integrity staff and/or student judicial boards to address and adjudicate reported violations of the alcohol policy;
- f) Requires that all Greek events, at which alcohol is permitted, be registered with the appropriate governing board(s) and follow protocols designated in the alcohol policy;
- g) Mandates that all Homecoming competitions and Greek Week events are alcohol free;
- h) Requires all fraternities and sororities conduct programming on alcohol-related issues in accordance with regulations of their inter/national office; and
- i) Greek Affairs staff holds monthly meetings with social chairs and risk managers of fraternities and sororities to provide individualized advising and services to those student leaders.

12) Leadership & Civic Engagement

- a) Requires all new student organization Presidents, Risk Manager (if applicable), and Social Chair (if applicable) sign the “Acknowledgement of the Alcohol and Illegal Drug

Policy" form, and maintain current information to remain as a student organization in good standing;

b) The alcohol policy signature form is distributed to student organization leaders in a student organization resource binder. This resource binder is always available electronically. The "Event Checklist" advises students and student organizations how to plan events where alcohol will be served. The Event Logistics Committee also reviews with students and student organizations the procedures to be followed when planning events with alcohol. The OSI alcohol policy is linked from the Leadership & Civic Engagement website; and

c) New student organizations are required to have a member attend an officer orientation which provides information about the alcohol policy and event planning. All community service event participants sign an agreement that they will not use alcohol or drugs during the course of the event. This agreement is signed for all local events, as well as those community service trips that require travel.

13. Office of the Dean of Students

- a) The Dean of Students sends a campus wide email educating students about the Student Alcohol Policy and providing direction on where to find the policy online.
- b) When meeting with students, Office of Dean of Students staff will refer students to the Counseling Center if there is an omission or suspicion of reliance on alcohol or other drugs.

- c) Dean of Students' staff serve in an "on call" rotation throughout the academic year and respond to crises involving alcohol and other illegal drugs.

The Office of the Dean of Students tracks the number of students who have been transported to hospitals for alcohol and other illegal drugs as illustrated below in Table 1.

Table 1. Student Alcohol and Other Illegal Drug-Related Transports

Semester	Alcohol Transports (N=)	Drug/Illegal Transports (N=)
Fall 2012	26	0
Spring 2013	22	1
Fall 2013	25	1
Spring 2014	22	0
Fall 2014	26	0

VII. AOD Program Strengths

- a) The Alcohol & Drug Education and Programming Coalition meets regularly throughout the academic year to discuss and implement strategies for: 1) Risk reduction; 2) Review of policies and services/resources; and 3) Sharing of research and institutional data regarding drinking behaviors;
- b) Current alcohol-related programs at GT incorporate evidence-based strategies, such as population level prevention, policies to reduce availability and access, and opportunities to participate in alcohol-free activities;

- c) Proactive prevention is integrated across the Institute. Alcohol-related education is offered through many entities including the Division of Student Affairs, Campus Services, and the Georgia Tech Athletic Association;
- d) GT administers a variety of surveys to examine student alcohol use and related behavior including the Cooperative Institutional Research Program (CIRP, 2014), and the Beginning College Survey of Student Engagement (BCSSE, 2012 and 2013), and the National College Health Assessment (NCHA, 2014) survey;
- e) GT counseling center offers specialized assessment, treatment and referral services for students with AOD related difficulties;
- f) There is a meeting of Alcoholics Anonymous (AA) on campus available to Institute students, faculty, and staff as well as the greater Atlanta community; and
- g) The Institute offers an online alcohol course, MyStudentBody (MSB-Alcohol) to all students. MSB is an interactive website that educates students about the consequences of risky drinking behaviors.

VIII. AOD Program Weaknesses

- a) As demonstrated through this Biennial Report, Georgia Tech's alcohol and other drug use prevention and education programs are provided through various departments. Students and Institute stakeholders may be better served by increased communication and collaboration across the Institute to reduce underage and high risk drinking among students; and

- b) GT alcohol-related data could be more effectively and efficiently utilized, disseminated and discussed.

End of Report

Appendix A

**2014-2015
Georgia Institute of Technology
Biennial Review Committee**

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