

COPYRIGHT & FILE SHARING: WHAT YOU NEED TO KNOW



File-sharing itself is not illegal; it's the files that are traded that cause problems. You may trade any information that is not protected as freely as you want just as you may photocopy something that is not protected. But when you trade copyright protected material, you are breaking the law.

"Colleges and universities have become prime targets for copyright owners who fear wholesale theft of their wares. Because institutions of

higher education typically have higher bandwidth capacities than commercial Internet service providers, higher concentrations of potential purchasers of music, games, and videos than the population as a whole, and college students are more easily identifiable than teenagers connected via commercial ISP's, it seems that the copyright owners make special efforts to track down illegal sharing of files on college campuses."

-Dr. Maurice Leatherbury, Associate Vice President for Computing and Chief Technology Officer, University of North Texas

University computing staff regularly investigate reports from copyright owners of file sharing and copyright violations.

PHYSICAL SECURITY

Physically protect sensitive information and computing resources from thieves by following these simple tips:

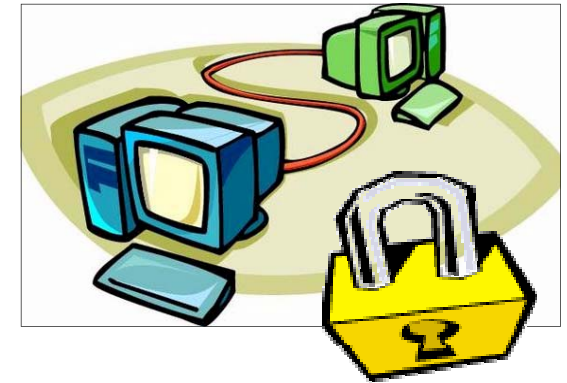
- Always shut down or log off of any system when not in use.
- Protect your computer from power surges with surge protectors.
- Use password-protected screensavers.
- Make sure no one is looking over your shoulder when you enter your password.
- Lock your doors when you leave your office.
- Never lend your key to anyone.
- Know who has access to your work area and computer.
- Properly dispose of (shred, etc.) all documents that contain sensitive information when they are no longer needed (social security numbers, grades, financial and medical information, etc.).
- Never leave sensitive information (employee or student information, passwords, etc.) in plain view.
- Never leave valuables unattended (Laptops, PDA's, books, etc.).
- Store backup copies of important files in a safe location.

WORKING WITH SENSITIVE INFORMATION (STUDENT, EMPLOYEE, FINANCIAL, ETC.)

- Sensitive information may include SS#, EUID, EMPLID, passwords, credit or debit card numbers, student directory information (address, phone numbers, student ID, email address, date and place of birth, major field of study, classification, participation in officially recognized activities and sports, dates of attendance, weight and height of members of athletic teams, enrollment status, degrees and awards received, most recent previous school attended, and photographs).
- In general, social security numbers are no longer needed to uniquely identify faculty, staff or students. The new EMPLID (Employee ID) is now the designated University ID Number. Replace social security numbers with the EMPLID in your databases and spreadsheets and delete any records that are no longer needed containing social security numbers.
- Know the protection requirements for each type of student or employee data that you come into contact with. For more information consult with the information's custodian (i.e. Registrar, Human Resources)
- Some student directory information may be flagged at the request of the student as confidential and must not be disclosed. Contact the Registrar's Office for more information.
- Avoid sharing information with unauthorized or untrained staff.
- Avoid non-work related disclosure of sensitive or confidential information. This includes student and employee information.
- Never store sensitive or confidential information on your office computer or laptop. Instead, store it on a secured network drive. However, if you must store sensitive or confidential information on your computer for official business purposes, encrypt it. For instructions on how to store information on your network drive or to learn how to encrypt data, contact your network manager.
- Never send sensitive or confidential information by email or instant messenger. These methods of transfer can be intercepted and are not secure.
- Always secure sensitive documents. Never leave them in the open (i.e. on desks, etc.).
- Properly dispose of any sensitive documents or media that are no longer needed or being used. (ex. shred papers, CD's, floppies)
- If there is sensitive information on your computer and you suspect the computer may be compromised do not make any changes to the computer or information. Contact Your Network Manager Immediately!
- Complete FERPA training before handling student information. Contact the Registrar's Office for information on FERPA training.
- Contact the Controller's Office for information on appropriate methods for collecting and storing credit card and financial data.
- Contact the Compliance Office for information on appropriate methods for collecting and storing HIPAA (health or medical) data.
- Contact Human Resources for information on appropriate methods for collecting and storing employee data.

INFORMATION SECURITY FOR FACULTY AND STAFF

Published November, 2005



Learn how to protect yourself from becoming the next victim of a computer crime.

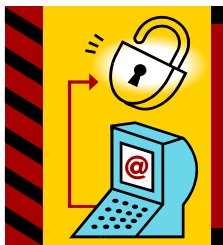
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Protecting Your UNT Computer

If you don't take proper precautions, hackers can break into your computer and steal sensitive information. Such a breach can mean that FERPA, HIPAA and GLBA protected data are exposed. Hackers could wipe out information such as your class rosters, grades, projects, lectures, etc. This pamphlet lists ways you can secure your computer. You're responsible, under UNT Policies, for ensuring that your UNT computers and work areas are secure .

COMPUTING POLICY/GUIDELINES/LAW

These publications are helpful guides to Information Security

- UNT Information Security Handbook <http://www.unt.edu/security/handbook>
- UNT Information Resources Security Policy 3.6 http://www.unt.edu/policy/UNT_Policy/volume2/3_6.html
- UNT Computer Use Policy 3.10 http://www.unt.edu/policy/UNT_Policy/volume2/3_10.html
- UNT Network Connections Policy 3.11 http://www.unt.edu/policy/UNT_Policy/volume2/3_11.html
- UNT Web Publishing Policy 3.9 http://www.unt.edu/policy/UNT_Policy/volume2/3_9.html
- UNT Accepting Credit Cards Policy 2.2.31 http://www.unt.edu/policy/UNT_Policy/volume2/2_2_31.html
- Family Educational Rights and Privacy Act (FERPA) <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>
- Health Insurance Portability and Accountability Act (HIPAA) <http://www.dol.gov/ebsa/newsroom/fshipaa.html>
- Gramm-Leach-Bliley Act (GLBA) <http://www.ftc.gov/privacy/glbact/glbsub1.htm>

APPROPRIATE USE AND PRIVACY

The University of North Texas provides computing resources for the purpose of accomplishing tasks related to the UNT mission.

- Use of UNT computing resources is subject to review and disclosure in accordance with the Texas Public Information Act and Laws.
- You have no reasonable expectation of privacy in regard to any communication or information stored on a UNT computer system.
- Use of UNT computing resources constitutes your consent to security monitoring and testing and administrative review.
- Use of UNT computing resources must be limited to justifiable computing support of UNT activities in accordance with UNT Policy 3.10: "Computer Use Policy" and UNT Policy 3.6:

EMAIL TIPS

- If you receive email from a stranger never open email attachments or click on links embedded in the message.
- Never respond to spam (unsolicited email) or click "remove me from mailing list" links—often that adds you to a list for more spam.
- Never respond to email solicitations requesting 'verification' or requesting personal information: this is likely a fraud or an identity theft scheme. This tactic is also known as "Phishing".

VIRUSES & SUSPICIOUS ACTIVITY

- If you suspect your UNT computer has a virus notify your network manager immediately. Also, never turn off your anti-virus program.
- Scan removable media for viruses (ex. Floppies, CDs) before using.
- Notify your network manager if you notice suspicious activity such as the inability to login to your computer, constant computer crashes, abnormally slow programs, new files you did not create, deleted or missing files, or unauthorized persons in your work area.
- If you notice suspicious computer related activity **do not** turn off the computer or disconnect it from the network or make any changes before consulting with your network manager. Forensic analysis may be necessary to determine the nature of the incident and what information may have been compromised.

SYSTEM PATCHES AND UPDATES

Keeping your computer up-to-date with the latest patches is one of the best defenses against hackers and the spread of viruses and worms.

Contact your network manager to find out if all of the software running on your UNT computer is up to date with the latest patches. To insure compatibility and security, contact your network manager before installing or downloading any software.

ARE YOU BEING SPIED ON?

When you install certain programs (such as file-sharing programs or shareware software) on your computer, you may unknowingly be installing spyware or adware programs as well. Spyware is a program that gathers information about you and what you do on your computer without your knowledge, sending the information to different sources. Along with raising many privacy concerns, spyware can also be a big nuisance to your computer, severely slowing it down and possibly causing frequent crashes. Adware may also be installed on your computer causing multiple pop-up advertisements. <http://www.unt.edu/security/securecomputer/software.htm>



IDENTITY PROTECTION INFORMATION

- Before purchasing resources on the internet or providing any personal information (bank account number, credit card number, etc.), always make sure that the webpage is secure. Look for <https> in the web address (Notice the 's'). This shows the website is encrypted.
- Email is not appropriate for sending sensitive or confidential information, as most email providers do not provide encryption.
- Never collect credit card or bank account information via email. This violates UNT's policy on appropriate methods for accepting credit card information. See UNT's "Accepting Credit Cards" Policy 2.2.31 http://www.unt.edu/policy/UNT_Policy/volume2/2_2_31.html

EUID & PASSWORD SECURITY

- Use a mnemonic, such as the first letter of a song verse or a phrase, while adding in numbers, symbols (\$,%,*), and UPPER/lower case letters to help you remember that complicated password you just created.
- If it's in any dictionary – it's a bad password: don't use it!
- Select a password that is a minimum of eight characters.
- Change your password often!
- Never write down a password and never share accounts.
- Do not give your password to anyone, not even the Helpdesk!
- Never use your EUID or password for non-UNT systems.
- Avoid "save my password / remember my password" option.

COMPUTER USE POLICY 3.10

Responsibilities of UNT Faculty and Staff:

- A user shall use the University computer resources responsibly.
- A user is responsible for any usage of his/her computer account.
- A user must report any misuse of computer resources or violations of this Policy to their department head or to the Office of the Associate Vice President for Computing and Chief Technology Officer.
- A user must comply with all reasonable requests and instructions from the computer system operator/administrator.
- When communicating with others via the University computer system, a user's communications should reflect high ethical standards, mutual respect and civility.
- Users are responsible for obtaining and adhering to relevant network acceptable use policies.

Misuse of Computing Resources includes:

- Criminal and illegal acts.
- Failure to comply with laws, policies, procedures, license agreements, and contracts.
- Abuse of computer resources.
- Use of UNT computer resources for personal financial gain.
- Failure to protect a password / account from unauthorized use.
- Permitting someone to use another's computer account, or using someone else's computer account.
- Unauthorized duplication and distribution of commercial software and other copyrighted digital materials ...
- Attempting to circumvent, assisting someone else or requesting that someone else circumvent any security measure or administrative access control ...
- Use of the University computer system in a manner that violates other University policies such as racial, ethnic, religious, sexual or other forms of harassment.
- Use of the University's computer system for the transmission of commercial or personal advertisements, solicitations, promotions, or employees' transmission of political material that is prohibited by UNT Ethics Policy 1.2.9.

http://www.unt.edu/policy/UNT_Policy/volume2/3_10.html

HIV, AIDS and the Workplace

Fact Sheet

You may be wondering what HIV and AIDS could have to do with your job and workplace. Well, it depends on the type of work you do. Some people, like health care workers, have to deal with HIV and AIDS every day. Most of us, though, don't need to give much thought to HIV or AIDS when it comes to our jobs. And that makes a lot of sense, because HIV is not spread through the type of casual day-to-day contact that most of us have with other people in our jobs. On the other hand, it does make sense to be familiar with HIV and AIDS for our own personal health, as well as with the situations that might come up at work that do involve HIV and AIDS.

What you should know about HIV, AIDS and the workplace:

- HIV is the virus that causes AIDS, a disease that destroys a person's immune system.
- There are only a few ways that a person can be infected with HIV - most of which don't involve work-related situations.
- It is easy to protect yourself from being infected with HIV, both in your personal life and in workplace settings.

Some general information about HIV/AIDS:

Acquired Immune Deficiency Syndrome (AIDS) is the final stage of an infection caused by the **Human Immunodeficiency Virus (HIV)**. HIV attacks the body's immune system, hurting the body's ability to fight off diseases and other infections.

There is no cure for HIV infection or AIDS. There are also no clear symptoms of HIV infection, although some people may have flu-like symptoms for a few days after they are infected with HIV. But, even if an infected person has no symptoms, feels, and looks healthy, he or she can still pass the virus to others.

HIV is spread from person to person in the following body fluids:

- blood
- semen
- vaginal secretions
- breastmilk

HIV is **NOT** spread through the environment; it is a very fragile blood-borne virus. HIV-infected persons do not pose a threat to co-workers or clients during casual, day-to-day activities and contacts.

You CANNOT be infected with HIV through:

- handshakes
- hugs or casual touching
- close working conditions
- telephones, office equipment, or furniture
- sinks, toilets, or showers
- dishes, utensils, or food
- sneezing or coughing
- air
- water
- insects

There are only a few ways for a person to come in contact with HIV:

- by having sex, either anal, oral, or vaginal, without the use of a condom;
- by sharing needles, syringes, and other instruments that break the skin, such as tattoo and/or ear/body piercing needles;
- from an HIV-infected mother to her baby during pregnancy, birth, or breastfeeding; and
- by coming in contact with HIV-infected blood either through an open wound or through a blood transfusion. Risks from transfusions, however, are now very low because of blood-screening, which started in 1985.

-OVER-

HIV, AIDS and the Workplace

Fact Sheet

How HIV/AIDS affects you in your workplace:

As you can see from the information on the last page, most of the behaviors that pass HIV from one person to another do not occur in the workplace. The only way that most people in the average workplace could be exposed to HIV would be if they had an open wound and someone else's infected blood entered their body through that broken skin.

How to avoid HIV infection in the workplace:

It is easy to avoid being exposed to HIV and other blood-borne diseases by using good personal hygiene and common sense at all times:

- keep broken skin covered with a clean, dry bandage;
- avoid direct contact with blood spills;
- wear gloves to clean spills that contain visible blood; and
- clean blood spills with an appropriate disinfectant or 1:10 solution of freshly mixed household bleach and water. After cleanup, wash hands thoroughly with soap and running water.

(NOTE: The above recommendations are part of the Centers for Disease Control and Prevention's "Precautions for the Prevention of HIV Transmission in Health-Care Settings." Health care workers should consult the recommendations for precautions during specific medical procedures.)

Ways to reduce your risk for HIV infection in your personal life:

- Do not have sex (abstain)
- Delay having sex until you are in a faithful relationship with one person who you know does not have HIV.
- If you choose not to abstain from sex or to limit sex to one faithful, uninfected partner, then always use a latex condom **every time you have sex** (oral, anal, or vaginal). If used correctly and every time you have sex, latex condoms can provide protection against HIV and other sexually transmitted diseases (STDs).
- If you have a drug habit, do not share needles or syringes. If you can't stop sharing needles/syringes, clean them with bleach and then rinse them with water between every use. Also, do not share any other type of needles, such as tattoo and ear/body piercing needles.
- The best thing for your health is to stop using drugs. If you need help to stop using, call the National Drug Abuse Hotline at 1-800-662-4357.

If you work with someone who has HIV and/or AIDS:

If you have a cold, flu or other virus, remember that people with HIV or AIDS do not have a healthy immune system. They are more likely to become ill from a virus that a healthy person's body could easily fight. Remember, too, that people with HIV or AIDS are just like anyone else living with a disease: they need caring, support, and understanding.

Call these free numbers to get more information about HIV/AIDS:

Texas HIV/STD InfoLine
1-800-299-2437 (English/Español)
Web site: www.dshs.state.tx.us/hivstd

CDC-INFO (National HIV/STD Hotline)
1-800-CDC-INFO (English/Español)
1-888-232-6348 (TTY)
Web site: www.hivtest.org

-END (Revised 4/2006)-

NEW EMPLOYEE INFORMATION PACKET

*** * * IMPORTANT POINTS TO REMEMBER * * ***

INCOMPLETE OR MISSING FORMS OR DOCUMENTS CAN DELAY

YOUR PAYMENT - PLEASE READ CAREFULLY

- 1) Please read the instructions on the Employee's Withholding Allowance Certificate (W-4) "tax card" before completion.
- 2) Send all forms: W-4, Employee Biographical Data Forms (EBD) and Employment Eligibility Verification Forms (I-9) to the Human Resources Department.
- 3) If you are a foreign national (non-resident aliens and U.S. permanent residents) you must complete the Foreign National Information Form (FNI) and present it together with required documentation to Payroll before **any payment** to you can be made. The FNI is not included in this packet but may be picked up from Payroll, the International Admissions and Advising Center, or Human Resources.
- 4) You can make name changes, Social Security number changes, and mailing address changes by using the EBD form (in lieu of the W-4) and forwarding to Human Resources. **NOTE:** if changing your Social Security number, you must attach a photo copy of your Social Security card to the EBD form.
- 5) You must complete a W-4 form and forward to Payroll if you wish to make a change in your withholding tax allowances.

(All of the following items should be attached to the cover sheet)

ROUTE ALL FORMS TO HUMAN RESOURCES:

- W-4 Employee's Withholding Allowance Certificate or "tax" card" (also route FNI for foreign nationals.)
- Authorization Agreement for Electronic Funds Transfer of Salary (EFT)
- HRM-1A Employee Biographical Data Form (EBD)
- I-9 U.S. Department of Justice Employment Eligibility Verification (I-9)

DEPARTMENT RETAINS FOR REFERENCE:

- "Property Accounting/Political and Legislative Influence Prohibited/Political Activities" *9/08
- "AIDS in the Workplace" pamphlet
- "Orientation for New Insurance and Retirement Eligible Faculty and Staff" *9/08
- Information Brochure and University Policy regarding "Illegal Drugs and Alcohol"
- Policy excerpt "UNT Standards and Principles of Ethical Conduct" *9/08
- Policy excerpts "Dual Employment Policy Information */Tax Deferred Account (TDA) Program
- "Information Security Issues for UNT Faculty and Staff
- "Selective Service Registration information sheet *9/08
- "UNT Major and Minor Work Rules *9/08

*The University is required by law to provide these items to all new employees.

STANDARDS AND PRINCIPLES OF ETHICAL CONDUCT

1. No faculty and staff member shall accept or solicit any gift, favor, or service that might reasonably tend to influence him or her in the discharge of official duties, or that the faculty or staff member knows or should know is being offered with intent to influence his or her official conduct.
2. No faculty or staff member shall accept employment or engage in any business or professional activity that the faculty or staff member might reasonably expect would require or induce him or her to disclose confidential information acquired by reason of his or her official position.
3. No faculty or staff member shall accept other employment or compensation which could reasonably be expected to impair the faculty or staff member's independence of judgment in the performance of his or her official duties.
4. No faculty or staff member shall make personal investments that could reasonably be expected to create a substantial conflict between the faculty or staff member's private interest and the public interest.
5. No faculty or staff member shall intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised his or her official powers or performed his or her official duties in favor of another.
6. No faculty or staff member shall hold financial interests that are in conflict with the conscientious performance of his or her official duties and responsibilities.
7. Faculty and staff members shall put forth honest effort in the performance of their duties.
8. Only faculty and staff members authorized by the Board of Regents shall make commitments or promises of any kind purporting to bind UNT.
9. No faculty or staff member shall use his or her public office or position for private gain.
10. A faculty or staff member shall act impartially and not give preferential treatment to any private or public organization or individual.
11. Faculty and staff members shall protect and conserve public property and shall not use it for other than authorized activities.
12. Faculty and staff member shall promptly disclose waste, fraud, abuse, and corruption to appropriate authorities.
13. Faculty and staff members shall adhere to all laws, regulations, and policies that provide equal opportunity for all persons regardless of race, color, religion, sex, national origin, age, or disability.
14. Faculty and staff members shall not sexually harass any guests and visitors to the campus or any member of the University community including faculty, staff, students and candidates for University positions.
15. Faculty and staff members shall endeavor to avoid any actions that would create the appearance that they are violating the law or the ethical standards of UNT.
16. Faculty and staff members shall not knowingly or intentionally violate policies of the University or state or federal laws regarding their employment.
17. Failure of any faculty or staff member of the University to comply with one or more of the foregoing standards of conduct and ethical principles which apply to him or her, shall constitute grounds for removal from office, or for disciplinary action, including suspension or discharge, whichever is applicable. Disciplinary actions shall follow established University policies and procedures.

From University of North Texas Policy Manual, Vol. 1, No. 1.2.9, "Ethics Policy," as derived from the Principles of Ethical Conduct established for federal employees, Ex. Or. NO. 12674 of April 12, 1989, 54 Fed. Reg. 15159; Ex. Or. NO. 12731 of Oct. 17, 1990, 55 Fed. Reg. 42547 and Sec. 572.051 Texas Government Code.

Title 3, Subtitle C, Chapter 403, Texas Government Code

SUBCHAPTER L. PROPERTY ACCOUNTING

403.271. Property Accounting System. (a) This subchapter applies to:

- (1) all personal property belonging to the state; and
 - (2) real and personal property acquired by or otherwise under the jurisdiction of the state under 40 U.S.C. Section 483c, 484(j), or 484(k), and Section 9.16, State Purchasing and General Services Act (Article 601b, Vernon's Texas Civil Statutes).
- (b) The comptroller shall administer the property accounting system and maintain centralized records based on information supplied by state agencies and the uniform statewide accounting system. The comptroller shall adopt necessary rules for the implementation of the property accounting system, including setting the dollar value amount for capital assets and authorizing exemptions from reporting.
- (c) The property accounting system shall constitute, to the extent possible, the fixed asset component of the uniform statewide accounting system.
- (d) The comptroller may authorize a state agency to keep property accounting records at the agency's principal office if the agency maintains complete, accurate, and detailed records. When the comptroller makes such a finding, it shall keep summary records of the property held by that agency. The agency shall maintain detailed records in the manner prescribed by the comptroller and shall furnish reports at the time and in the form directed by the comptroller.
- (e) A state agency shall mark and identify state property in its possession. The agency shall follow the rules issued by the comptroller in marking state property.

403.272. Responsibility for Property Accounting. (a) A state agency must comply with this subchapter and maintain the property records required.

(b) All personal property owned by the state shall be accounted for by the agency that possesses the property. The comptroller shall define personal property by rule for the purposes of this subchapter. In adopting rules, the comptroller shall consider the value of the property, its expected useful life, and the cost of recordkeeping. The comptroller shall consult with the state auditor in drafting rules. The state auditor shall cooperate with the comptroller by giving technical assistance and advice.

403.273. Property Manager; Property Inventory. (a) The head of each state agency is responsible for the custody and care of state property in the agency's possession.

(b) The head of each state agency shall designate a property manager and inform the comptroller of the designation. Subject to comptroller approval, more than one property manager may be appointed by the agency head.

(c) The property manager shall maintain the records required and be the custodian of all property possessed by the agency.

(d) State property may be used only for state purposes.

(e) When an agency's property is entrusted to a person other than the property manager, the property manager shall require a written receipt from the person receiving custody of the property. When the property of one agency is lent to another agency, the lending must be authorized in writing by the head of the agency that is lending the property. A written receipt must be executed by the head of the agency that is receiving the property.

(f) On the date prescribed by the comptroller, a state agency shall make a complete physical inventory of all property in its possession. The inventory must be completed once each year.

(g) Within 45 days after the inventory date prescribed by the comptroller, the head of each state agency shall forward to the comptroller a signed statement describing the method used to verify the inventory and a copy of the inventory.

(h) The property records prepared by each state agency must accurately reflect the property currently possessed by the agency. The agency must use the methods prescribed by the comptroller to delete property from the agency's property records. Property that has become surplus or obsolete and no longer serviceable may be deleted from the agency's records only upon authorization by the comptroller. Property that is missing or that is disposed of directly by the agency shall be deleted from the comptroller's records on approval by the state auditor.

403.274. Change of Agency Head or Property Manager. When the head or property manager of an agency changes, the new head or property manager of the agency shall execute a receipt for all agency property accounted for to the outgoing agency head or property manager. A copy of the receipt shall be delivered to the comptroller, the state auditor, and the outgoing agency head or property manager.

403.275. Liability for Property Loss. The liability prescribed by this section may attach on a joint and several basis to more than one person in a particular instance. A person is pecuniarily liable for the loss sustained by the state if :

- (1) agency property disappears, as a result of the failure of the head of an agency, property manager, or agency employee entrusted with the property to exercise reasonable care for its safekeeping;
- (2) agency property deteriorates as a result of the failure of the head of an agency, property manager, or agency employee entrusted with the property to exercise reasonable care to maintain and service the property; or
- (3) agency property is damaged or destroyed as a result of an intentional wrongful act or of a negligent act of any state official or employee.

403.276. Reporting to State Auditor and Attorney General. (a) If a head of an agency has reasonable cause to believe that any state property in the agency's possession has been lost, destroyed, or damaged through the negligence or fault of any state official or employee, the agency head responsible shall immediately report the loss, destruction, or damage to the state auditor and to the attorney general.

- (b) The attorney general shall investigate a report of loss, destruction, or damage to state property.
- (c) If the investigation discloses that a property loss has been sustained by the state through the fault of a state official or employee, the attorney general shall make written demand on the state official or employee for reimbursement to the state for the loss sustained.
- (d) If the demand made by the attorney general for reimbursement for property loss, destruction, or damage is refused or disregarded by the state official or employee on whom such demand is made, the attorney general may take legal action to recover the value of the state property as the attorney general deems necessary.
- (e) Venue for all suits instituted under this section against a state official or employee is in a court of appropriate jurisdiction of Travis County.

403.277. Failure to Keep Records. If a state agency fails to keep the records or fails to take the annual physical inventory required by this subchapter, the comptroller may refuse to draw warrants or initiate electronic funds transfers on behalf of the agency.

403.278. Transfer of Personal Property. (a) A state agency may transfer any personal property of the state in its possession to another state agency with or without reimbursement between the agencies.

(b) When personal property in the possession of one state agency is transferred to the possession of another state agency, the transfers must be reported immediately to the comptroller by the transferor and the transferee on the forms prescribed.

POLITICAL AID AND LEGISLATIVE INFLUENCE PROHIBITED

Article IX, Sec. 9-4.05, Appropriations Act

Political Aid and Legislative Influence Prohibited. The moneys appropriated by this Act, regardless of source or character, may not be expended except in compliance with Chapter 556, Government Code.

Title 5, Subtitle A, Chapter 556, Texas Government Code

POLITICAL ACTIVITIES BY STATE AGENCIES AND EMPLOYEES

556.003. State Employees' Rights. A state employee has the rights of freedom of association and political participation guaranteed by the state and federal constitutions except as provided by Section 556.004.

556.004. Prohibited Acts of State Employees. (a) A state employee may not:

- (1) use official authority or influence or permit the use of a program administered by the state to interfere with or affect the result of an election or nomination of a candidate or to achieve any other political purpose; or
- (2) coerce, attempt to coerce, command, restrict, attempt to restrict, or prevent the payment, loan, or contribution of anything of value to a person or political organization for a political purpose.

(b) For purposes of this section, a state employee does not interfere with or affect the results of an election or nomination if the employee's conduct is permitted by a law relating to the individual's office or employment and is not otherwise unlawful.

556.005. Violation. A state employee who violates Section 556.004 is subject to immediate termination of employment.

556.006. Legislative Lobbying. (a) A state agency may not use appropriated money to attempt to influence the passage or defeat of a legislative measure.

(b) This section does not prohibit a state officer or employee from using state resources to provide public information or to provide information responsive to a request.

ORIENTATION for New Insurance & Retirement Eligible Faculty and Staff

All new retirement plan eligible UNT and UNT System faculty and staff members must attend a New Faculty/Staff Orientation (NFSO) session held by the UNT Human Resources Department (HR) as required by UNT and UNT's policy 1.2.8.

A new staff member must attend the first NFSO session available on or after their date of employment. A new faculty member must attend the first NFSO on or before their date of payroll appointment. A special New Faculty Orientation (NFO) session for faculty only is held by Academic Affairs and HR in late August for new faculty starting in the fall and is held in lieu of regular NFSO.

Both NFSO and NFO cover the activities and goals of the UNT, important policies and procedures, and benefit programs and services. HR representatives are available to assist new employees.

Insurance-eligible graduate student employees do not need to attend this Orientation; however, enrollment packets for graduate students are available from HR in Marquis Hall. All other employees who become insurance and retirement plan eligible at a later date must attend New Faculty/Staff Orientation at that time.

Orientation dates, times, and locations are available by contacting HR by phone or through the HR website at www.unt.edu/hr. Call 940/565-4250 if you have any questions about this information.

The EBD form in this packet contains an affidavit to confirm receipt of this information.

UNIVERSITY OF NORTH TEXAS DUAL EMPLOYMENT POLICY INFORMATION

From the University of North Texas Policy Manual Vol. I, No. 1.2.2, "Dual Employment and Other Activities"

2. **Policy:** The University recognizes the common practice of faculty and staff members to hold more than one employment or position due to needs, interest or development. However, dual employment, interests and activities, including external development and marketing of intellectual property must not interfere or conflict with the faculty or staff member's position with the University. Also, employees who have dual employment within the University or who are employed with another State agency or institution are subject to the provisions outlined below in Section 6, Dual Employment with the State. Compensation for dual employment within the University must be in compliance with Policy No. 1.6.5, "Supplemental Compensation". Nothing in this policy should be interpreted as granting a faculty or staff member a property interest or right to continued dual employment or involvement in other activities.

3. **Approval:** Prior administrative approval from the Chancellor/President or appropriate Vice President generally is not required. **However, dual employment, whether compensated or not, must be reported to the department official who has the responsibility for determining whether the dual employment interferes or conflicts with the faculty or staff member's position with the University . . . Dual employment and other activities should be reported in writing, using the "Request for Approval of Outside Employment" Form.** Should it be determined that a conflict exists, the faculty or staff member may not accept or continue the other employment or position. The faculty or staff member may request a review of the decision to levels of management.

6. **Dual Employment with the State: Dual employment within the University or with another State agency or institution must be reported to the Human Resources Department and Payroll Office by the faculty or staff member so that steps may be taken to maintain personnel and leave records in compliance with the following provisions:**

A person who is legally employed by more than one Texas state agency or institution of higher education may not receive benefits from the state in excess of those provided for one full-time employee. The person is subject to the following provisions and must be informed of them before the person becomes employed by more than one agency or institution. Separate vacation and sick leave records must be maintained for each employment. When the person terminates from one employment, his or her leave balances that were accrued under that employment may not be transferred to the remaining employment(s).

- The person accrues state service credit for all purposes as if he or she had only one employment.
- If applicable, the state's contribution towards the taxes imposed on the person by the Federal Insurance Contributions Act (FICA) may not exceed the overall limit specified in the Appropriations Act. The Comptroller shall prescribe uniform accounting and reporting procedures to ensure that the contribution does not exceed this limit.
- The total state contribution towards the person's group insurance is limited to the amount specified in the Appropriations Act for a full-time active employee.
- Overtime compensation accrues to an employment independently of every other employment with the following exception. If the person is subject to the overtime provisions of the Fair Labor Standards Act of 1938 (FLSA) in an employment, the employing agencies and institutions must ensure that the person is compensated for all combined time worked in excess of 40 hours per week according to the FLSA overtime provisions. The agencies and institutions shall coordinate to determine which agency or institution is responsible for ensuring that the employee is properly compensated according to those provisions.
- **The person must inform his or her employing state agencies or institutions of higher education before accepting an additional employment with another agency or institution.**

SUPPLEMENTAL RETIREMENT ACCOUNTS

The University of North Texas offers 403(b) Tax Deferred Account (TDA) and 457 Deferred Compensation Plan (DCP) programs available to employees of the University who normally work a minimum of 20 hours or more per week and are not student employees. TDAs and DCPs are supplemental retirement accounts consisting of employee voluntary pre-tax payroll deductions as allowed by the provisions of the Internal Revenue Code, Sections 403(b) and 457. Eligible employees interested in obtaining more information about these programs may contact the Benefits section of the University Human Resources Department at 565-4250.

SELECTIVE SERVICE REGISTRATION REQUIREMENT FOR ELIGIBLE NEW HIRES



One more reason to register promptly

Effective September 1, 1999, the University is required by State law to verify that new employees who are required to register have registered with Selective Service under the requirements established by the federal government and administered through the Selective Service System.

*REGISTRATION – IT’S THE LAW: A man who fails to register may, if prosecuted and convicted, face a fine of up to \$250,000 and/or a prison term of up to five years. Even if not tried, a man who fails to register with Selective Service before turning age 26 may find that some doors are permanently closed.

*WHO IS ELIGIBLE: Almost all male U.S. citizens, and male aliens living in the U.S. who are 18 through 25. Non-citizens NOT required to register include men on student or visitor visas. Legal permanent residents ARE required to register.

*BENEFITS AND PROGRAMS LINKED TO REGISTRATION: If eligible, you must be registered to receive Federal student loans or grant programs: Pell Grants, College Work Study, Guaranteed Student/Plus Loans, and National Direct Student Loans. Registration for eligible individuals is a condition of U.S. citizenship, participation in Federal job training, and eligibility for Federal jobs.

*HOW TO REGISTER: Eligible individuals may register on line at www.sss.gov, at any Post Office, by mail, or during the application process for Federal Financial Aid (FAFSA form.)

*UNIVERSITY RESPONSIBILITY: UNT will notify all new employees of the Selective Service Registration requirement through information received in the New Employee Information Packet. **The new employee’s signature on the Employee Biographic Data form will indicate the employee’s awareness of their responsibility to register for Selective Service if eligible.** Failure to register as required will be grounds for removal from University employment.

UNT MAJOR AND MINOR WORK RULES

(Policy Reference: 1.7.1)

Minor Work Rule Violations	
<p>Rule violations of a minor nature have little or no effect on the continuity, efficiency, and safety of University work but cannot be tolerated if repeated. The following are a few examples of what may be termed minor rule violations which can result in either verbal or written warnings being entered into an employee's record. Continuation of an offense can result in stronger disciplinary action. This list is not intended to be inclusive.</p>	
<p>1. Unexplained, inexcusable, or unauthorized absence or tardiness. 2. Failure to notify supervisor as soon as possible on first day of absence. 3. Failure to observe assigned work schedules (starting time, quitting time, rest and lunch periods). 4. Soliciting or collecting contributions for any purpose on University premises without management permission. 5. Selling or offering for sale, on University premises, any article or service without management permission. Employees may not use University time or equipment to profit from or promote a personal business. 6. Unsatisfactory work performance. 7. Loafing or other abuse of time during assigned working hours. 8. Interfering with any employee's work performance or duties by talking or other distractions. 9. Distributing written or printed matter of any description on University premises without management permission. 10. Leaving regularly assigned work location without notifying immediate supervisor. 11. Performing unauthorized personal work on University time. 12. Defacing bulletin boards or notices posted thereon.</p>	<p>13. Minor violations of safety rules. 14. Failure to punch time card or record card as instructed. 15. Discourteous treatment of the public or of other employees. 16. Improper political activity of a minor nature. 17. Behavior or activity on or off campus that is of such nature to cause minor discredit or embarrassment to the University. 18. Abusive, unruly, indecent or obscene conduct of a minor nature. 19. Minor violation of internal department work rules. 20. Engaging in excessive visiting, personal conversations, or use of the telephone for personal use. 21. Accepting any gifts or favors which influence or tend to influence the performance of duties or the granting of service or favors to other University personnel, applicants, clients, or other persons. 22. Failure to follow any reasonable instructions issued by supervisor related to performing job tasks and/or other duties. 23. Bringing or inviting visitors (not on official business) to the work place who interfere with any employee's ability to do his/her job. 24. Using personal, political, or religious beliefs to harass or intimidate others on University premises.</p>
Major Work Rule Violations	
<p>Major offenses are any serious, willful, deliberate, or negligent acts or violations of University policies or rules of such a degree that continued employment of the offending individual may not be desirable. The following are examples of some offenses which may subject an employee to a written warning, suspension or discharge. This list is not intended to be all inclusive.</p>	
<p>1. Any act which might endanger the safety or lives of others. 2. Refusal or inability to perform work properly assigned by a supervisor. 3 Failure to perform a major assignment, task, or function in an effective and efficient manner. 4. Willful, deliberate, or repeated violation of University safety rules including but not limited to the following: a. Refusal or failure to wear University provided safety and protective apparel and/or equipment. b. Failure to follow safety guidelines and instructions. c. Repeated incidences of unsafe acts resulting in injury to self or others. 5. Willfully falsifying any University records. 6. Punching the time card for another employee or allowing yours to be punched by another employee. 7. Leaving University premises during working hours without permission from the supervisor. 8. Deliberately or negligently abusing, destroying, damaging, or defacing University property, tools, equipment, or the property of others on University premises. 9. Gambling on University premises. 10. Deliberately avoiding work, delaying or restricting work, or inciting others to avoid work, delay or restrict work. 11. Fighting on University premises (any employee directly involved). 12. Bringing liquor, marijuana, or narcotics onto the University campus; or consuming liquor or using marijuana or narcotics on University premises; or reporting for duty under the influence of liquor, marijuana, or narcotics. The same applies to any illegal, habit-forming or disabling substance not prescribed by a physician or abuse of or distribution of prescription drugs. 13. Carrying firearms or other dangerous weapons on University premises.</p>	<p>16. Dishonest or unethical actions, theft, misappropriation or unauthorized use of University funds or property, or failure to report knowledge thereof. (Knowledge is witnessing the dishonest or unethical act or receiving direct information regarding the act.) 17. Continued unsatisfactory work performance. 18. Unexplained, inexcusable, or unauthorized leave for more than three days. 19. Continued absences or excessive tardiness. 20 Physical, mental, or emotional inability to perform job satisfactorily (with reasonable accommodation, if covered by the Americans with Disability Act). 21. Failure to abide by University and/or departmental policies and rules. 22. Insubordination or willful disobedience. 23. Abusive, unruly, indecent or obscene conduct of a major nature. 24. Conviction of a felony or conviction of a misdemeanor involving moral turpitude. 25. Improper political activity of a major nature. 26. Behavior or activity on or off campus that is of such nature to cause major discredit or embarrassment to the University. 27. Flagrant or repeated minor rule violations. 28. Criminal conduct (including a change in driving status when driving is an essential job function) or employee's failure to report his/her criminal conduct, that would adversely affect an employee's work performance, impact the work environment, or cause major discredit or embarrassment to the University. 29. Failure to resolve and settle any indebtedness owed to the University. 30. Failure to exercise proper management controls and good judgment.</p>

Employees considered "at will", including regular employees on probation, who are found to be incompetent or who violate any rule may be terminated at any time without recourse to the Performance Counseling & Disciplinary Procedures outlined in Policy 1.7.1 or the grievance procedure but may utilize the compliant procedure (as outlined in Policy 1.7.2)

University of North Texas



Drug-Free Schools and Community Act 2010 Biennial Review

DRUG-FREE SCHOOLS AND COMMUNITY COMMITTEE MEMBERS

Maureen McGuinness, Ed.D, Assistant Vice President Student Affairs, Chair

David Arnold, Coordinator, Meadows Center

Anissa Breaux-Schropp Ph.D., Compliance Officer, Office of Compliance

James Coffey, Captain, University of North Texas Police Department

Katy Comer, Coordinator of Student Life, Center for Student Rights and Responsibilities

Jordan Engel, Human Resources Generalist, Human Resources

Hope Garcia, Director of Special Programs, Office of Vice President of Student Affairs

Karin Rilley, Associate General Counsel, Office of General Counsel

Tiffany Roussel, Associate Director, Housing and Residence Life

Alex Seltzer, Director, Greek Life

Cinnamon Sheffield, Associate Athletic Director Student Services, Athletics

Lacye Stewart, Peer Advocate, Student Representative

Ciara Tristan, Student Government Association, Student Representative

Scott Windham, Past Chairperson, Staff Council

**University of North Texas
Drug-Free Schools and Community Act
2010 Biennial Review**

PART ONE: PROGRAMS.....1

I. Introduction 2

II. Drug and Alcohol Programs and Services 3

 1. Student Activities 3

 2. Housing and Residence Life 3

 3. University Union 6

 4. Center for Student Rights and Responsibilities..... 6

 5. Athletics 8

 6. Student Financial Aid..... 12

 7. Counseling and Testing..... 15

 8. Department of Rehabilitation, Social Work, and Addictions..... 15

 9. Safe Ride Program 15

 10. University of North Texas Police Department 15

 11. Employee Assistance Program/ Human Resources..... 16

IV. Drug and Alcohol Program Assessments 17

V. Procedures for Distributing Written AOD Information 20

VI. Sanction Enforcement..... 20

VII. Recommendations..... 26

PART TWO: ALCOHOL AND DRUG LAWS AND POLICIES 27

PART THREE: CORE SURVEY RESULTS 29

PART FOUR: ADDENDUM- UNIVERSITY AND COMMUNITY RESOURCES.....37

PART ONE

PROGRAMS

PART ONE: PROGRAMS

I. Introduction

The University of North Texas is a four-year public Doctoral/Research institution. The institution was founded in 1890 as a normal and teacher-training institute. Its name changed from North Texas State University in 1988. UNT is located in Denton, a city of approximately 119,454, and in the Dallas/Fort Worth area of over 6.5 million. The university is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate, master's, and doctoral degrees. UNT is the 4th largest university in Texas and among the 50 largest in the United States.

Incoming students score well above the national and state averages on the SAT and choose UNT for the quality of its programs, many of which are nationally recognized. More degree programs at UNT are nationally accredited than at any other university in the Dallas–Fort Worth region.

University Mission

The University of North Texas is a recognized student-centered public research university where we harness the power of ideas through a culture of learning based on diverse viewpoints, interdisciplinary endeavors, creativity and disciplined excellence.

This is accomplished through a broad and balanced array of programs where well-prepared students and dedicated scholars and artists collaborate with our local and global communities in the creation, integration, application and dissemination of knowledge. In this way, UNT creates an enriched and sustainable future for our students, state, nation and world.

University Vision

The University of North Texas will be recognized for its educational, intellectual, research, public service and cultural achievements. UNT will be a diverse and inclusive institution creating the knowledge and innovations that will shape our future, while cultivating excellence in the next generation of scholars and leaders for the global community.

University of North Texas and Drug Free Schools and Community Act

The University of North Texas is dedicated to developing and creating a community that is free from the illegal use of alcohol beverages and drugs. The success and development of all students is a priority at the University of North Texas. We are dedicated to creating an environment that is safe and stimulating to the growth potential of every student. To create an environment that is free from illegal use of alcohol and drugs, the University of North Texas takes various proactive steps.

University regulations prohibit any unlawful possession, use, distribution, or sale of alcohol and other drugs by University students, faculty, staff, or guests to the University, on University-owned property and at all University sponsored activities. University of North Texas students are also prohibited from the illegal use of drugs or alcohol whether on or off campus. The legal age for the consumption of alcohol is 21 years of age. Any underage student consuming alcohol is violating standards for student conduct. Additionally, excessive alcohol use can lead to additional violations, such as driving while intoxicated or public intoxication.

II. Drug and Alcohol Programs

A. Student Activities

The Student Activities Center staff provides students with the resources, services, and advising to operate student organizations. Student Activities promotes a sense of community and loyalty to the University, while serving to enhance the social, intellectual and developmental growth of students as individuals or as members of organizations. By engaging members of the University community in collaborative efforts, Student Activities nurtures citizenship, leadership, and community, while striving to assist in the holistic development of students.

Student Activities Center programs include:

Event Consultation- Event consultation assists students in the proactive identification of potential and perceived risks involved in the student organization's proposed events and activities. In addition, strategies for minimizing risks are also explored.

Organization Orientation- Organization Orientation is required during each organization's registration cycle. Four officers and the advisor are encouraged to participate in this orientation. During orientation, organization officers are made aware of all University rules and regulations relating to student organizations, as well as services and resources for their benefit. Risk Management issues are also covered in this Orientation, one of those issues is alcohol consumption and sanctions imposed for violations of the Code of Student Conduct.

Event Planning Safety - The purpose of the Event Safety Committee is to ensure that all student organization events with possible risks associated are executed in the safest way possible, to assure the safety of the organization members and their guests.

B. Housing and Residence Life

Residence Life Training (RLT)

Residence Life Advisors (RLA) are live-in, part-time, student staff members of the Housing Department consisting of the following positions: Resident Assistants, Housing Ambassadors, and Facility Assistants. RLAs attend a 10 day training prior to the start of each long academic semester to prepare for their job responsibilities, including informing them of their role as

University staff members regarding drug and alcohol policy and enforcement. The following training topics are presented to RLA staff, as needed to allow them to properly fulfill their job responsibilities.

- University and Housing Policy - RLA staff are familiarized with University and Housing policy regarding student conduct. Review of the UNT Code of Student Conduct and the ABCs of Housing are included to inform staff of the specific policies they will be enforcing.
- Emergency Protocol and On-call Training - RAs are provided with a departmental Standard Operating Procedure (SOP) flip-chart which outlines response protocol for emergency situations and disciplinary infractions including: drugs, drug suspicion, alcohol confiscation, intoxication and overdose. Additionally, the SOP flip-chart outlines how RA staff should confront disciplinary situations appropriately.
- Incident Report (IR) Writing - RAs are trained on how to properly document disciplinary incidents so that the information can be utilized for completion of the disciplinary process by Housing staff and the Center for Student Rights and Responsibilities.
- Confidentiality - RLA staff are introduced to confidentiality regulations associated with the Family Educational Rights and Privacy Act (FERPA) as well as departmental confidentiality policies related to students being our primary business client.
- Behind Closed Doors - RA staff have the opportunity to practice confronting disciplinary and emergency situations in an artificial setting created by peer actors. Hall Director staff oversees the process to provide feedback and support for the RAs that is able to be put in to practice during the performance of the job responsibilities.
- RA Class (LTEC 4800) - RAs, during their first semester of employment, are required to enroll in the RA Class as a continuation of the training provided during RLT. One of the class sessions during the semester is dedicated to having the UNTPD Crime Prevention and Safety Officer present on drugs and drug paraphernalia to increase familiarization and recognition of items that might be seen in the residence halls by RA staff.

Hall Director Training

Hall Directors (HDs) are full-time, live-in, professional staff members in the residence halls that directly oversee the operation and supervision of the building. HDs participate in an annual 3 week training session prior to the start of the fall semester that takes place in advance of RLT for the RLA staff. Additionally, HDs attend, participate, and conduct portions of RLT for the RLA staff. The following are specific topics covered during HD training:

- University and Housing Policy - HD staff are thoroughly familiarized with University and Housing policy regarding student conduct. The UNT Code of Student Conduct and

the ABCs of Housing are reviewed and made available for further reference giving HDs the ability to answer questions from staff, students, and parents alike.

- Emergency Protocol and On-call Training - HDs are provided with a departmental Standard Operating Procedure flip-chart which outlines response protocol for emergency situations and disciplinary infractions including: drugs, drug suspicion, alcohol confiscation, intoxication and overdose. Additionally, the SOP flip-chart outlines how HD staff should confront disciplinary situations and inform University Administration for incidents that threaten personal or community safety.
- Confidentiality - HD staff are familiarized with the Family Educational Rights and Privacy Act (FERPA) and the aspects that apply to management of student records. Departmental confidentiality policies related to students being our primary business client are also covered extensively
- Incident Report Writing and Documentation Management - HDs are trained on IR documentation preparation and documentation management to be prepared to relay information that occurs within the residence halls so that the information can be utilized for completion of the disciplinary process by Housing staff and/or the Center for Student Rights and Responsibilities. In addition, HDs are trained on the steps to maintain appropriate and complete student disciplinary records for Housing use.
- In-hall Discipline Meetings - HDs receive directions for conducting disciplinary meetings with students and are given an understanding of the role that their position plays within the student conduct process in coordination with the Center for Student Rights and Responsibilities.

Housing Community Development

The Department of Housing and Residence Life utilizes a wellness model for programming that includes the promotion of healthy behavior on the part of students as well as providing health education information for topics that students may not be familiar with. Several partnerships have been developed to ensure that accurate and appropriate information is presented to students through programming. The Meadows Center for Health Resources, the Substance Abuse Resource Center (SARC), Counseling and Testing Services and the UNTPD all provide educational programming within the residence halls to address topics such as alcohol and drug awareness, safety, and responsible behavior.

In addition to partnership programming, Housing staff plan and execute intentional programming to engage students both socially and academically to further promote healthy and responsible choices and behavior. Programs offer alternates to negative behaviors, such as alcohol or drug use.

Housing employs four doctoral level counseling students who serve as an educational programming resource and crisis management professionals. The counselors are available to Housing staff to schedule educational programming on a variety of topics including: addictions, stress management, and other related topics. The Housing counselors also serve as emergency response professionals for students that experience severe distress and are in need of crisis intervention.

Housing has developed an on-going “Reality” marketing campaign to educate residents on the consequences and effects of alcohol and drug use. The posters are on display throughout the residence halls on a year round basis and provide residents with a realistic viewpoint for understanding the potential outcomes from choosing to use or abuse drugs and alcohol.

C. University Union

The University Program Council sponsors the program “Reality House,” which is an event that educates students about the harsh realities of college life. Issues like drug abuse, drinking, cyber-bullying, relationship issues, etc., are addressed. This is done in a tour format using small skits that are acted out by students. Students are also educated on how to address these situations and where they can find help on campus for these issues.

D. Center for Student Rights and Responsibilities

The Center for Student Rights and Responsibilities (CSRR) is responsible for addressing student conduct, enforcing university policies and procedures, and providing students with the resources necessary to resolve their own personal disputes. The CSRR administers student disciplinary procedures in accordance with the Code of Student Conduct and maintains official disciplinary records for the University.

Substance Abuse Resource Center Referrals- Every student found responsible for violating the Code of Student Conduct’s drug and alcohol policies is required to attend a session with the Substance Abuse Resource Center (SARC). SARC provides free, confidential drug and alcohol education, counseling, evaluations, and interventions to UNT students and the community. Upon the first appointment, students work with the SARC staff member to develop a plan for the completion of the SARC process and complete an assessment regarding their drug and/or alcohol use. During a follow up appointment, a SARC staff member evaluates the results of the drug/alcohol usage assessment and provides students with the tools necessary to make healthy decisions regarding their drug and alcohol use. Students are required to meet with a representative from SARC two weeks following the completion of their incident.

Victim Impact Panel

The Center for Student Rights and Responsibilities has implemented an annual Victim's Impact Panel. The Victim's Impact Panel invites the university community to hear the stories of individuals who have been impacted by alcohol related incidents. In the impact panel, hosted in Fall 2009, representatives on the panel included representatives from MADD, UNT Police Department, the Gordie Foundation, a faculty member whose son was killed by a drunk driver, and a national speaker who travels the country discussing the affects of drunk driving. All of these individuals shared stories of how alcohol has affected their lives, and the lives of loved ones. This event was open for all to attend and the Center for Student Rights and Responsibilities also required several students to attend as a sanction.

National Collegiate Alcohol Awareness Week

National Collegiate Alcohol Awareness Week (NCAAW) provides education and awareness regarding alcohol related issues. During the 2010 NCAAW, departments across campus collaborate in order to provide the most effective programming available. To kick-off the 2010 NCAAW, current students, alumni, and community members participated in the drunk driving simulator presented at the homecoming game. The simulator was located in a high traffic area and supplemented the ongoing efforts of the Make Tailgating Yours Committee. During this time, students were challenged to play popular tailgating games while wearing impairment goggles. The goggle lenses impair the vision of the user and simulate the effects of intoxication. Staff members and students facilitating this event also gave out "Don't Drink and Drive" stickers. These efforts are innovative because programming of this nature has not been conducted at such a large scale, athletic event before. The intent of this program is to educate everyone in the UNT community about the dangers of drinking and driving. NCAAW also includes a victim's impact panel. The panel consists of individuals who have been affected by incidents where the driver was under the influence of either drugs or alcohol. This is an open event that can be attended by all members of the UNT community. The event is also a potential sanction for students found in violation of the Code of Student Conduct's drug and alcohol policies. Educational programming is facilitated by Substance Abuse Resource Center (SARC) staff members in the residence halls and Greek housing. Throughout the week, tables manned by Student Affairs staff members and student leaders, were stationed across campus petitioning students to sign a pledge to not drink and drive.

In spring 2010, the Center for Student Rights and Responsibilities, Dean of Students, and Substance Abuse Resource Center collaborated on an event entitled "Hypnotic Intoxication." During the day, a drunk driving simulator was set up in the University Union. Approximately 200 students were able to test drive the simulator, while many more received information describing the hazards of driving while under the influence of drugs and alcohol. During the evening, a hypnotist, Keith Karkut, facilitated a program where he hypnotized volunteers from the crowd to believe that they were in fact intoxicated. The facilitator was able to demonstrate

hazardous drinking behaviors while also demonstrating other potentially dangerous situations. Students were amazed at how easily the facilitator was able to plant fake date rape pills in student's drinks while they were under hypnosis.

Peer Advocate Program

The Peer Advocate Program is a peer mentoring service provided by the Center for Student Rights and Responsibilities. The Peer Advocates typically provide free, confidential mentoring sessions for students engaged in the conduct process. The Peer Advocates develop and facilitate programs available to student organizations regarding drug and alcohol policies, and education.

E. Athletic Department

Health and Safety Awareness Program

The use of non-prescription drugs and other controlled substances by young people has proliferated over the years, both in and out of the academic setting. The use of these materials has seriously affected the productivity of the community and the quality of life of the users. The quality of life of the families and friends of the users have been affected as well. It is within the scope of the mission of the University of North Texas to educate young people on the drug problem generally and the effect that illicit drugs and controlled substances may have on them currently and throughout their lives. The University recognizes that the future of education, the economic productivity of the population and the quality of life of a substantial portion of our nation's young people may be seriously imperiled by the continued spread of illicit controlled substances. The University is committed, through an education and counseling program to bring to its students attention the disastrous consequences of illicit drug and controlled substance use.

The NCAA has adopted the policy of drug testing athletes at NCAA Championship events due to similar concerns regarding illicit drug use by young student-athletes. Since the University of North Texas intends to maintain its eligibility in NCAA Championship events; the University has determined that a program of education, testing and counseling be implemented.

All athletics staff members must be aware of, and committed to, the drug education and testing program. No athletics staff member shall encourage or advise any student-athlete to take performance enhancing/non-therapeutic drugs or unapproved dietary supplements. Furthermore, they shall not issue or assist student-athletes in obtaining any performance enhancing/non-therapeutic drugs or unapproved dietary supplements. Any staff member who violates these policies is subject to disciplinary action. Additionally, staff members must actively advise and educate student-athletes regarding the potential harmful effects of these substances and report use, or suspected use, to the Athletics Director.

All athletics staff members shall direct any student-athlete who desires to use dietary supplements to the athletic training staff. All athletics staff members shall direct any student-athlete

who desires to use dietary supplements to the athletic training staff. The student-athlete may be jeopardizing his/her health and/or eligibility by taking products that may contain banned substances. The athletic training staff holds annual educational sessions for student-athletes for the purposes of (1) deterring dietary supplement use; (2) providing them with an opportunity to disclose any dietary supplements that they are currently taking; and, (3) familiarizing them with institutional procedures to evaluate the safety of the products.

The purpose of the program is:

- To educate and counsel student-athletes with respect to unauthorized drug use, especially with regard to “street drugs” and performance/ enhancement drugs. In cases where education and counseling are not successful, certain sanctions may also be imposed.
- To obtain a drug free maximum health and personality growth in academic and athletic performances for the student athlete.
- To identify student-athletes who have problems or potential problems and provide education and pathways for necessary treatment.
- To assist the coaching staff in monitoring the student-athlete’s progress; and obtain information as to the state of the general health of the student-athlete through drug testing.

Drug Education

Athletics staff members representing athletic training, compliance, and student services are responsible for educating student-athletes with regards to the hazards of substance abuse. Student-athletes are required to attend at least one drug/alcohol lecture per school year and are encouraged to attend additional awareness classes as available.

If a student-athlete’s substance abuse is evident, he/she is required to take a drug education course and/or enter a rehabilitation program. If a student-athlete self identifies as having a substance abuse problem, he or she may be eligible for the Safe Haven Program. Note that Safe Haven Program does not exclude student-athletes from being tested by the NCAA or deter sanctions for positive drug tests determined through the NCAA testing programs.

Institutional Drug Testing Notification

Before the start of the playing season, each student-athlete will receive a written copy of Drug Education and Testing Program Description which includes a drug- testing consent form. The student-athlete indicates understanding of the program and provides voluntary consent to the drug testing process through his or her signature on the consent form. The consent form also provides release of the testing results to a limited and pre-defined number of individuals. Signing of the consent form is a pre-condition for participation in North Texas athletics. In addition to

receiving a copy of The University's Drug Education and Testing Program Description, a thorough description of policies and procedures specific to the drug testing program is contained in the Mean Green Student-athlete Handbook. The handbook is disseminated to each student-athlete at the beginning of the academic year.

Method of Institutional Testing

To reiterate, all student-athletes are subject to drug screening urinalyses on a year-round basis to permit testing for any or all of the substances listed as a banned drug classes as determined by the NCAA. Drug tests may take place any day of the week. Because of the random nature of the testing, student-athletes may be tested numerous times during any given academic year. Subjects may include entire teams, randomly selected student-athletes from a particular team, and randomly selected student-athletes from several teams. A student-athlete may also be subject to testing at any time when the Athletics Director or his or her designee determines there is reasonable suspicion to believe the participant is using a prohibited drug. Such reasonable suspicion may be based on objective information as determined by the Athletics Director or by the Head or Assistant Coaches, Athletic Trainers, or Team Physicians, and deemed reliable by the Athletics Directors or their designee. Reasonable suspicion may include, without limitation the following: (1) observed possession or use of substances appearing to be prohibited drugs; (2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances; and, (3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs substances. Among the indicators which may be used in evaluating a student-athlete's conduct, performance, or abnormal appearance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal involvement. If the student-athlete fails to submit to drug screening, the individual must be interviewed by the Director of Athletics and the Director responsible for Drug Screening to explain his or her reasons. Under such circumstances, the Athletics Department reserves the right to refuse the student-athlete the privilege to participate in any team practices or intercollegiate competition. All aspects of the drug testing program are administered and reviewed by the Drug Testing Committee (DTC). This committee consists of Athletic Director, Senior Woman Administrator, Deputy Athletic Director, Drug Testing Coordinator/Certified and Licensed Trainer.

Collection Procedures:

1. Drug Testing Committee meets.
2. Drug test date is confirmed.
3. The total number of student-athletes to be tested is confirmed. Student-athletes are randomly selected.

4. The Drug Testing Coordinator will notify in writing each selected student-athlete the day before the testing.
5. The collection of urine samples shall be taken under the supervision of the Drug Testing Coordinator who will follow proper protocol in submitting the samples to the drug testing lab for screening.
6. All results will be sent from the testing lab directly to Athletic Director or designee.
7. The results are reviewed by the Athletic Director and the Drug Testing Coordinator to confirm the identification of the specimens.
8. The Drug Testing Committee will meet and review the results.
9. Notification letters will be printed by the Drug-testing Committee for those student-athletes who tested positive for an illegal substance. These letters will be delivered to the head coach for distribution. The letters will include instructions as well as a copy of the sanctions. The head coach will be required to meet with the student and review the instructions that are written in the notification letter.

Every possible step will be taken to ensure the integrity of the testing procedures and maintenance of the accuracy and confidentiality of the test results. The Drug Testing Coordinator adheres to a series of custody procedures to account for the integrity of each urine specimen by tracking its handling and storage from the point of collection to final disposition. Such procedures are designed to disclose evidence of specimen tampering.

Any student-athlete who tests positive for an illegal substance from a randomly scheduled test administered by North Texas Athletics department will be subject to sanctions.

In the event that a student-athlete is unable to attend a drug test, the athlete shall contact the DTC, who determines if the absence is excusable. If the absence is unexcused, the following protocol shall be followed:

1. The Drug Testing Coordinator notifies the Head Coach as well as the members of the Drug Testing Committee.
2. The student-athlete will be suspended from all athletics activities for a period of time to be determined by the Drug Testing Committee and the Head Coach. A make-up test will be scheduled by the Drug Testing Coordinator.

Penalties: University Rules and Regulations

Federal and state laws regarding the possession, use, and sale of alcoholic beverages and illegal drugs are strictly enforced by the UNT Police Department. Any student who is arrested or convicted for a criminal offense related to the illegal use, possession, and/or sale of drugs or

alcohol on campus that are prohibited by state, federal, or local law will be subject to a minimum disciplinary penalty under the Center for Student Rights and Responsibilities.

Safe Haven Program

A student-athlete who self-identifies as having a substance abuse problem is eligible for the Mean Green Safe Haven Program. The student-athlete can refer himself/herself to the program for voluntary evaluation, testing and counseling.

A student is not eligible for the program after he or she has been informed of an impending drug test or after having received a positive institutional or NCAA drug test.

The Drug Testing Coordinator will work with the student-athlete to prepare a treatment plan which may include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Haven Program and such a positive initial test will not result in any administrative sanction except those listed in this section (the student-athlete may be suspended from play or practice if medically indicated). A student will be permitted to remain in the Safe Haven Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan. A student will not be permitted to enter the Safe Haven Program thirty (30) days prior to NCAA or Conference post-season competition. A student-athlete will only be permitted to enter the Safe Haven Program one time during their athletic eligibility at The University of North Texas.

If a student-athlete is determined to have new substance use after the initial Safe Haven Program test (as determined by follow up testing), or fails to comply with the Safe Haven Program treatment plan, the student-athlete will be removed from the Safe Haven Program and be subject to appropriate sanctions as detailed in North Texas Drug Testing Program Description.

While in compliance with the Safe Harbor Program's treatment plan, the student-athlete will not be included in the list of student-athletes eligible for random drug testing. However, student-athletes in the Safe Haven Program may be selected for drug testing by the NCAA.

The athletics director, the directors for student and academic services, the director for athletic training/sports medicine, the student-athlete's head coach and the attending team physician may be informed of the student's participation in the Safe Haven Program. The athletic trainer assigned to that sport may also be notified, if medically appropriate. The assistant coach(es) also may be informed at the discretion of the head coach. Other university employees may be informed only the extent necessary for the implementation of this policy.

F. Student Financial Aid

The Free Application for Federal Student Aid (FAFSA) includes a question that reads: "Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid (such as grants, loans, or work-study)?" The student self-

certifies this question. The Department of Scholarships and Financial Aid is notified if a student admits a conviction. The department then must determine if the conviction affects the student's eligibility. No financial aid can be processed until the department receives confirmation from the US Department of Education that the student is eligible for aid. The Department of Education requires any student convicted to complete a qualified drug rehabilitation program, which must include two unannounced drug tests.

FAFSA Management of Drug Abuse Prevention Program Requirements Relative about Federal Student Financial Aid:

Student completes FAFSA and self-certifies if they have been convicted for the possession or sale of illegal drugs for an offense that occurred while they were receiving federal student aid.

- If no, student is eligible for aid.
- If yes, the Institutional Student Information Record has a comment code to indicate student said yes. This causes a checklist to populate for the student.
- Student is instructed to go back to the FAFSA to complete the Student Aid Eligibility Worksheet. Once they have completed the worksheet, they will be able to determine their eligibility date. Based on the results of the worksheet, the student makes required changes to the question on their FAFSA and takes additional steps to notify their school if required.
- UNT Financial Aid collects documentation related to a student's drug convictions to ensure students meet the state's eligibility requirements for state aid.

There are no requirements for institutional grants or scholarships in reference to drug offenses.

The following are Program Participation Agreement requirements relative to Drug Free Workplace.

General Terms and Conditions

2. a. The Institution certifies that on the date it signs this Agreement, it has a drug abuse prevention program in operation that it has determined is accessible to any officer, employee, or student at the Institution.

Selected Provisions From General Provisions Regulations, 34 Cfr Part 668

(1) Has in operation a drug abuse prevention program that the institution has determined to be accessible to any officer, employee, or student at the institution; and

***Certifications Required From Institutions
Part I Certification Regarding Lobbying; Debarment,
Suspension And Other Responsibility Matters; And
Drug-Free Workplace Requirements***

Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605, and 85.610 -

The Institution certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an on-going drug-free awareness program to inform employees about-
 - (1) The dangers of drug abuse in the workplace;
 - (2) The Institution's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -
 - (1) Abide by the terms of the statement, and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under this subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-5140. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted -
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1972, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

Drug-Free Workplace (Grantees Who Are Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605, and 85.610 -

1. As a condition of the grant, the Institution certifies that it will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
2. If any officer or owner of the Institution is convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, the Institution will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-5140. Notice shall include the identification number(s) of each affected grant.

G. Counseling & Testing

The Counseling and Testing program provides confidential counseling services, psychological assessment, and consultation. The program uses only the short-term counseling model with existing staff specialties and expertise, but will provide referral for students when needed. The Counseling and Testing program works together with the Substance Abuse Resource Center to provide services for students with alcohol and other drug use concerns.

H. Department of Rehabilitation, Social Work, and Addictions

The Department of Rehabilitation, Social Work, and Addiction makes referrals to on-campus and off-campus resources when students self-identify as needing help with drug and alcohol issues. The Social Work program partners with the Substance Abuse Resource Center with a social work internship.

I. Safe Ride Program

During the reporting period, a student group was started with support from the Substance Abuse Resource Center to provide safe rides home for students who were intoxicated. The program is an independent student organization.

J. University of North Texas Police Department

The University of North Texas Police Department takes a proactive approach with enforcing alcohol and drug violations in and around The University of North Texas campus. In addition to the enforcement of alcohol and drugs violations from patrol officers, the UNT Police Department currently utilizes two narcotic detection K-9 teams on patrol as well. The K-9's and their handlers routinely conduct parking lot sweeps, checking for illicit drugs and paraphernalia, and also conduct open air searches of UNT residence halls with the assistance of UNT Housing.

The University of North Texas Police Department also takes a proactive approach in educating the UNT Community on alcohol and drugs by offering both an Alcohol Awareness and Drug Recognition & Education Program to all UNT departments, student organizations and groups. The UNT Police Department regularly presents to UNT residents at the residence halls, the UNT Greek community, and the UNT international student community. Also, the UNT Police Department takes an active role with educating UNT students on alcohol and drugs during undergraduate health classes offered by the UNT Kinesiology Department with a coordinating effort from the professors.

The Alcohol Awareness Program presented by the UNT Police Department includes four parts, 1) effects of alcohol – mental and physical; 2) alcohol and the law; 3) demonstration conducted by the presenting officer that involves the use of volunteer participants wearing the Fatal Vision Goggles (Drunk Goggles) and performing the “9 Step Walk and Turn” to show the physical impairment of alcohol introduced into the body; and 4) prevention and personal safety.

The Drug Recognition and Education Program presented by the UNT Police Department also includes four parts, 1) effects of drugs – mental and physical; 2) drug and paraphernalia recognition; 3) demonstration from a UNT Police Department K-9 and its handler performing a search for an illicit drug; and 4) prevention and personal safety.

K. Employee Assistance Program/ Human Resources

The Employee Assistance Program (EAP) is designed to aid employees in managing daily responsibilities, life events, work stresses or issues affecting quality of life. Confidential services are provided at no cost to employees and their benefit eligible dependants including assessments, referrals and short-term problem resolution, by calling a toll free number available 24 hours a day, 7 days a week.

Web-based Services: In addition to the toll free number, the EAP has established HelpNet, an online database housing 1500 tip sheets, resources, interactive tools, prevention guides and self-assessments geared towards assisting employees with various work and personal issues, with substance abuse and treatment as one of the main areas of focus.

Counseling Services: Solution-focused counseling is short-term in nature and focuses on solutions rather than problems. Counselors work with the client to develop an action plan and can help employees and their families with challenges that may affect their personal lives, relationships, job performance, and work behavior. Referrals to external resources are also provided to employees and their family members if issues expand beyond the scope of the EAP.

Educational Services: The EAP offers trainings geared towards addressing the topic of substance abuse. The course, “Substance Abuse 101: Drug and Alcohol Awareness” is designed to increase employees’ knowledge of the problems associated with alcohol and drug abuse in the workplace, as well as to assist in identifying the signs and symptoms of substance abuse.

Program Participation Agreement

As part of the Department's Program Participation Agreement (PPA) the University must make a certification statement, which is signed by the President of the University. Under the PPA, if an employee is found to have a drug or alcohol related issue, the university must have programs and procedures in place to assist that employee. The Employee Assistance Program satisfies the employee portion of the PPA. The PPA must be completed and renewed every five years as part of maintaining eligibility for administering financial aid programs.

III. Drug and Alcohol Program Assessments

Individual Drug and Alcohol Assessment, Intervention, Education, and Referral

The SARC program provides each student an opportunity to meet individually with SARC staff for up to eight (8) free sessions to assess alcohol and other drug use, and work towards client goals, such as reduced use, or abstinence. Individuals may be referred from the Center for Student Rights and Responsibilities (CSRR), the Student Health and Wellness Center (SHWC), the Student Counseling Center, UNT Police, UNT Housing, or may self-refer for services. Individual assessment, intervention, education, and referral services will vary depending on the needs and goals of the client, but can include:

- Evidence-Based Assessment Tools
 - Alcohol Use Disorders Identification Test (AUDIT)
 - Substance Abuse Subtle Screening Inventory (SASSI-3)
 - Patient Health Questionnaire (PHQ-9)
- Evidence-Based Intervention Programs
 - Brief Alcohol Screening and Intervention for College Students (BASICS) Questionnaire and Online Feedback Tool
 - Workbook & Textbook Based Interventions
 - *Controlling Your Drinking* Text by Miller and Muñoz, with UNT designed accompanying workbook.
 - *Responsible Drinking* Text by Rotgers, Kern, and Hoeltzel, with UNT designed accompanying workbook
 - *Buzzed* Text by Kuhn, Swartzwelder, and Wilson, with UNT designed accompanying worksheets
 - *CHOICES*, a psycho-educational workbook developed by Marlatt and Parks, published by the Change Companies.
 - Motivational Interviewing and Feedback Counseling
- Referral to Campus and Community Resources

Brief Alcohol Screening and Intervention for College Students (BASICS)

BASICS implementation began at the SARC program in FY2010. BASICS first began as an Alcohol Skills Training Program (ASTP) at the University of Washington. It was quickly

identified by the National Institute of Alcohol Abuse and Alcoholism (NIAAA) as a Tier 1 Strategy for its effective harm-reduction strategies in providing user-specific feedback about alcohol use.

A student would be assigned to BASICS if they meet criteria established by the SARC Clinical Coordinator.

The first session of BASICS focuses on establishing rapport, debriefing the referring incident, taking an alcohol use history, and reviewing the past month's alcohol use. The student is then assigned to complete self monitoring cards and the BASICS online assessment

An essential component of BASICS is individualized feedback. The data for the personalized feedback report is gained from an online assessment the student completes between the first and second session of BASICS.

During the second session of BASICS, the SARC provider and student review the self monitoring cards, and use the self monitoring cards to begin discussing blood alcohol concentration. The student and SARC provider then review an individualized feedback report covering:

- social norms of alcohol use on the UNT campus
- blood alcohol concentration
- the biphasic effect of alcohol
- tolerance to alcohol
- financial and health impact of alcohol use
- length of time to eliminate alcohol from the body
- and negative consequences the student has experienced from their alcohol use

The information provided is based upon the student's responses on the online assessment. This form of feedback has been shown to significantly reduce high risk consumption patterns.

An email is sent to the student six weeks after their second session of BASICS, prompting them to complete a follow-up survey regarding their current alcohol use pattern, which enables the SARC to determine a change in the student's use pattern from the intervention.

In FY2009 SARC program staff served as development partners with bluSky Creative Services in the creation and evolution of the BASICS online feedback system. Partnership exempts the SARC program from dedicating funds for use of the BASICS system until FY2012 Future strategic planning (and funding) initiatives will look at the continued support of this program based on the evidence of the program's efficacy.

Students in Recovery

For most students, resources are best aimed as outlined above: prevention, intervention, educational resource and referral. However, there are an increasing number of students for

whom the abuse of alcohol and other drugs is not an issue of experimentation, but one of relapse. These students require vastly different programming and intervention resources. The SARC program identified students in recovery as a group of need in FY2010. As a result, SARC staff began group meetings for students in recovery and increased staff training to work with this special population.

Targeted Substance Abuse Educational Programming and Outreach

Providing targeted education programming to at-risk groups, using skill-based training and challenging expectations, has been shown to be an efficacious strategy for reducing problems associated with alcohol and other drug use. The SARC program responds to program requests by assigning a staff member to work with the requesting group and provide the program. During the reporting period the following programs were completed:

- Alcohol and Drug Prevention Presentations – Provided by SARC staff or SHWC Peer Educators, programs follow a basic curriculum developed to increase knowledge about alcohol (effects on brain/body, standard drink size, binge drinking, alcohol poisoning, related laws), and other substances (effects on body, consequences of use, related laws). Presentations during this reporting period were made to:
 - Greek Organizations (Alpha Phi, Pi Beta Phi, Sigma Phi Epsilon, Zeta Tau Alpha)
 - Residence Halls (Bruce, Crumley, Kerr, Maple, Victory)
 - Student Athletes
 - Student Organizations (GLAD, Sister2Sister)
- Drunk Driving Simulator – Provides a realistically simulated driving environment which increases “intoxication level” over time. Large screen displays provide audience opportunities to view the driver’s progress.
- HaUNTed House Program – In late October, the SARC and MCHR offices are decorated for an open house, allowing students to come and learn about health and substance abuse issues.
- Make Tailgating Yours (MTY) – As part of a grant award received by the National Collegiate Athletic Association, the SARC program worked together with UNT Athletics to provide education and discourage unhealthy alcohol consumption at UNT home football events. The MTY initiative operated under three main responsibilities: 1) Know the Law, Drink responsibly; 2) Pick Up Your Trash; and 3) Support Your Mean Green, Go into the Game.
- Marcus Engel, National Speaker – Engel, blinded as a result of a drinking and driving collision, provides speaking engagements to campuses to discourage drinking and driving and encourage healthy behaviors. Engel also spoke about life with a disability.
- Safer Spring Break – Together with the SHWC Peer Education Group, and student Athletes selected as part of the NCAA grant award, the SARC provided education about staying healthy over spring break, focusing on prevention of the abuse of alcohol.

Offender Education Programs

The SARC program provides the state required course “Alcohol Education Program for Minors” that is mandatory for any individuals under 21 who receive an alcohol-related citation. The course material is developed and maintained by the Texas Department of State Health Services. The course is available to UNT students for a discounted price and to non-UNT students for full-price.

Since underage drinking can have both primary and secondary negative effects, it is notable that the AEPM curriculum covers both personal and societal topics. Drinking not only has an effect on the student consumer (such as lower grades and absenteeism) but also has a secondary effect on the student’s peers and the university as a whole.

The curriculum for this course advances the SARC’s mission as it assists in the reduction of harmful behaviors. The AEPM curriculum includes topics on:

- societal values related to alcohol consumption by minors
- the influence of alcohol advertising on young people
- the physical, social and psychological effects of alcohol upon young people
- the relationship between motor vehicle and other accidents and alcohol use
- relevant laws relating to the purchase, possession or consumption of alcoholic beverages by minors
- drinking patterns and problems of young people including abuse and addiction decision making skills

IV. Procedures for Distributing Written AOD Information

The University of North Texas Illegal Drugs and Alcohol Policy (1.2.12), Drug-Free Workplaces Policy (16.6), Drug-Free Workplaces Statement (16.6.1) and Biennial Report are disseminated via a compact disc, which is given to each new employee. The Policies are also available on the UNT Human Resources website. Additionally, the report is emailed annually by the Division of Student Affairs to all faculty, staff and students.

V. Sanction Enforcement

Center for Student Rights and Responsibilities – Student Sanctions

Any student found responsible for violating the University of North Texas Alcohol or Drug Policy, the laws of the State of Texas, or UNT Code of Student Conduct is subject to sanctions imposed by the Center for Student Rights and Responsibilities. The Center for Student Rights and Responsibilities imposes consistent sanctions for these violations.

As it relates to alcohol incidents specifically, those incidents accounted for approximately 45% of the total number of cases seen by the Center for Student Rights and Responsibilities. As it pertains to drug violations, these accounted for approximately 16.5% of all cases referred to the Center for Student Rights and Responsibilities. These percentages include violations which have occurred both on and off campus.

A variety of primary and secondary sanctions are typically assigned for violations of the University alcohol policy. The most common primary sanction assigned is Level I Conduct Probation. This sanction is a written reprimand that expires automatically after a specified time but includes the probability of more severe sanction if a student violates the Code of Student Conduct again during the probationary period. With this sanction, the student remains in “good conduct standing” with the University. For more severe alcohol violations, such as Driving While Intoxicated on campus, or contributing alcohol to minors, the primary sanction assigned is typically Level II Conduct Probation. This sanction is similar to Level I Probation, with the exception that a student will be removed from “good conduct standing” throughout the duration of the probationary period.

Students are also assigned a secondary educational sanction. The most common educational sanction is a referral to the Substance Abuse Resource Center. Students who reside in on-campus housing, are also warned that a second violation of the alcohol policy will result in permanent removal and trespass for all UNT Housing properties.

Similar violations of the alcohol policy, any student that violates the University drug policy will be assigned a set of primary and secondary sanctions. Sanctions assigned vary depending upon the amount and type of drug, intentions, and location. The typical assigned primary sanction for lower level drug violations such as possession of marijuana under 2oz. or possession of paraphernalia is Conduct Level II Probation. For middle level drug sanctions, such as possession of marijuana between 2oz. and 4oz, the typical primary sanction is Level III Conduct Probation. This sanction is the most severe form of probation, which permanently removes the student from “good conduct standing” at the University. Students found responsible for a higher level drug violation, such as possession of marijuana over 4oz or possession of a controlled substance, are typically are suspended from the University. If a student is found responsible for dealing drugs on campus, the typical primary sanction is expulsion.

Students are also assigned secondary sanctions for violations of the drug policy. The most common secondary sanction is a referral to the Substance Abuse Resource Center. Students residing in on-campus housing are permanently removed and trespassed from all UNT Housing properties. If a student is suspended due to a drug violation, before re-enrollment can occur, student must show verification of completed Substance Abuse treatment.

The sanctions listed are for typical cases. For more severe violations or for repeated, the sanctions increase accordingly.

Sanctions					
Alcohol	2009	2010	Drug	2009	2010
Level I Probation	98	159	Level I Probation	0	0
Level II Probation	13	21	Level II Probation	31	67
Level III Probation	1	1	Level III Probation	1	1
Suspension	3	2	Suspension	6	4
Expulsion	0	0	Expulsion	1	1

Student Activities Student Organization Sanctions

The Student Activities Office, in conjunction with the Event Safety Committee (ESC) works with student organizations to ensure that all registered on-campus events are executed in the safest way possible, to assure the safety of the organization members and their guests.

Student Activities & events disciplinary process – In the event a student organization(s) fails to meet the expectations and/or requirements set forth by the ESC, the student organization(s) must (at minimum) have an *After Action Meeting* where the ESC will review their event. They will discuss what went well and address any minor/major issue(s). If necessary, the organization(s) can have restrictions placed on future events including but not limited to; future events are contingent upon certain criteria, additional security, earlier start/end time, disapproval of future events, etc.

Student Organization disciplinary process: The Student Activities Center staff refers all alleged violations of the Code of Student Conduct to the Center for Student Rights and Responsibilities for investigation. Upon completion of the investigation, the Student Activities staff will provide the Center for Student Rights and Responsibilities suggestions of appropriate organizational sanctions for any violations of the Code. It is the charge of these offices to implement sanctions that will help the organization(s) address any issues related Code violation, while also helping them to use the experience to enhance their organization(s) and move forward.

Greek Life

The Office of Greek Life has oversight of the 38 fraternities and sororities that are affiliated with one of the four Greek governing councils; Interfraternity Council (IFC), Multicultural Greek Council (MGC), National Pan-Hellenic Council (NPHC), Panhellenic Council. All alleged violations of the UNT Code of Student Conduct, international, state, local, or federal law(s), or any other University Policy are referenced to the Center for Student Rights and Responsibilities (CSRR).

Additionally, in the event that any alleged violation(s) are found to be either credible or confirmed, the appropriate Greek Judicial Board and/or the Office of Greek Life will conduct a hearing regarding the alleged violation.

Penalties Under Texas Law

Offense	Punishments *minimum **maximum
Manufacture or delivery of controlled substances (drugs)	*Jail term up to 2 years and a fine up to \$10,000 **Imprisonment for life and a fine up to \$250,000
Possession of controlled substances (drugs)	*Jail term not more than 180 days, a fine up to \$2000, or both **Imprisonment for life and fine up to \$250,000
Delivery of marijuana	*Jail term not more than 180 days, a fine up to \$2000, or both **Imprisonment for life an fine up to \$50,000
Possession of marijuana	*Jail term not more than 180 days, a fine up to \$2000, or both **Imprisonment for life and fine up to \$50,000
Driving while intoxicated (includes intoxication from alcohol, drugs, or both)	*Jail term not more than 180 days and fine up to \$2000 **Imprisonment up to 10 years, and fine up to \$10,000
Public Intoxication	A fine not to exceed \$500 Varies with age and number of offenses
Purchase of alcohol by a minor	A fine not to exceed \$500 Varies with number of offenses
Consumption or possession of alcohol by a minor	A fine not to exceed \$500 Varies with number of offenses
Sale of alcohol to a minor	A fine not to exceed \$4,000 or confinement in jail for not more than one year, or both
Manufacture, distribution, or dispensing drugs (includes marijuana)	*Imprisonment up to 5 years and a fine of \$250, 000 **Imprisonment for life and fine up to \$8,000,000
Possession of drugs (including marijuana)	*Imprisonment up to 1 year and fine of \$1,000 **Imprisonment up to 20 years and fine over \$5,000
Operation of a Common Carrier under the influence of alcohol or drugs	Imprisonment for up to 15 years and a fine not to exceed \$250,000

Note: Penalties may be enhanced for prior offenses and/or offenses within 1000 ft. of a public university.

Campus Drug and Alcohol Incidents

Below is a report that includes incidents that are classified as Liquor Law violations and Drug Law Violations in regards to arrest and disciplinary actions for the prior three years.

JANUARY 1, 2008 TO DECEMBER 31, 2008 ARRESTS AND DISCIPLINARY ACTIONS FOR:								
	On Campus		Non-Campus		Public Property		Dorms/Residential Facilities	
	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions included in On-Campus Category
Drug Law Violations	26	22	0	0	32	0	3	22
Liquor Law Violations	109	224	10	0	70	0	8	224

JANUARY 1, 2009 TO DECEMBER 31, 2009 ARRESTS AND DISCIPLINARY ACTIONS FOR:								
	On Campus		Non-Campus		Public Property		Dorms/Residential Facilities	
	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions included in On-Campus Category
Drug Law Violations	36	54	0	0	25	0	2	54
Liquor Law Violations	78	165	3	0	58	0	7	165

JANUARY 1, 2010 TO DECEMBER 31, 2010 ARRESTS AND DISCIPLINARY ACTIONS FOR:								
	On Campus		Non-Campus		Public Property		Dorms/Residential Facilities	
	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions	Arrests	Disciplinary Actions included in On-Campus Category
Drug Law Violations	69	100	0	126	55	126	2	42
Liquor Law Violations	72	181	1	306	63	306	4	175

During the period of this review there have been no alcohol or drug related fatalities reported to campus officials on the University of North Texas campus or at any UNT activity.

Human Resources – Faculty and Staff Sanctions

Employees of the University of North Texas are subject to the sanctions imposed by Policy 1.2.12, which “range from mandatory participation in University-approved drug counseling and rehabilitation programs to dismissal/termination from the University.”

Additionally, regular staff is subject to the progressive discipline process established in Policy 1.7.1. Major Rule 12 states, “Bringing liquor, marijuana, or narcotics onto the University campus; or consuming liquor or using marijuana or narcotics on University premises; or reporting for duty under the influence of liquor, marijuana, or narcotics. The same applies to any illegal, habit-forming or disabling substance not prescribed by a physician or abuse of or distribution of prescription drugs.” Violation of this and other major rules, “may subject an employee to written warning, suspension or discharge.”

VI. Recommendations

The following recommendations have been generated for the University of North Texas to consider:

- 1) A stronger partnership between the Human Resources department and the EAP would be beneficial, providing for increased training opportunities, prevention awareness and utilization of counseling services. Increased collaboration between Human Resources and the Division of Student Affairs would also allow for greater involvement and increased substance abuse prevention awareness. For instance, National Collegiate Alcohol Awareness Week may present the opportunity for programs to be presented to all members of the UNT community, including staff, not just the student population.
- 2) Recommend that all Fraternity and Sorority parties hosted on the UNT Campus, including the individual houses associated with the organizations be required to go through the University Event Safety Committee for approval for events and parties involving alcohol. It would also be most beneficial to involve UNT Police department as the security of these events in Fraternity and Sorority houses to reduce over consumption of alcohol, underage drinking and the use of drugs.
- 3) Encourage more collaboration between the Office of Greek Life, Student Activities Office and CSRR so that there is more proactive programming in connection to drug use and alcohol consumption for Greek and Student Organizations.
- 4) The Student Activities Center and Greek Life should reach out to student organizations as well as other departments to co-sponsor more events related to alcohol awareness. The office should assist in spreading the word around campus about drinking responsibly and potential dangers of excessive alcohol consumption. If more departments on campus as well student organizations were more proactive in alcohol awareness education perhaps there would be fewer instances of violations of the Code of Student Conduct and the resulting investigations.
- 5) Refine prevention activities with incoming freshmen and transfer students to address issues concerning alcohol and drugs. Consider looking into an online alcohol education program for all incoming freshmen to take before registration.
- 6) Recommend UNT the Drug and Alcohol Review Committee meets regularly to look at programs and services offered to the UNT community concerning the education of drugs and alcohol. It might be beneficial to the entire UNT Community for the “Reality Campaign” that has been done in the past within Housing and Residence Life to a large-scale University-wide campaign.

PART TWO

ALCOHOL AND DRUG LAW AND POLICIES

PART TWO: ALCOHOL AND DRUG LAWS AND POLICIES

I. Texas State Drug and Alcohol Laws

- a) [Alcoholic Beverage Code Title 4. Regulatory and Penal Provisions Chapter 101. General Criminal Provision](#)
- b) [Alcoholic Beverage Code Chapter 106. Provisions Relating to Age](#)
- c) [Health & Safety Code Subtitle H. Public Health Provisions Chapter 161. Public Health Provisions Subchapter E: reports of gunshot wounds and Controlled Substance overdoses, section 161.042 - 161.403](#)
- d) [Health & Safety Code Subtitle C. Substance Abuse Regulation and Crimes Chapter 481. Texas Controlled Substances Act](#)
- e) [Government Code Chapter 2113. Use of Appropriated Money; Subchapter A. General Provisions](#)

II. University of North Texas Policies and Procedures

- a) [1.2.12 Illegal Drugs & Alcohol](#)
- b) [1.2.14 Department of Transportation Employee Alcohol and Controlled Substance Testing of Drivers of Commercially-Rated Vehicles](#)
- c) [9.8 Policy on Smoking, Food, and Beverages on Campus and in Leased Facilities](#)
- d) [10.14 Use of Alcoholic Beverages](#)
- e) [16.6 Drug-Free Workplaces](#)
- f) [16.6.1 Drug Free Workplaces Statement](#)
- g) [16.6.2 Drug-Free Workplaces Certification and Agreement](#)
- h) [18.1.1 Code of Student Conduct and Discipline](#)
- i) [18.4.11 Intercollegiate Athletics Drug Education, Testing and Counseling Program](#)
- j) [18.5.6.1 Procedures for Determining Whether a Student's Room Should Be Searched for Illegal Drugs, Paraphernalia, Legal Drugs or Any Legal Substance Being Illegally Used](#)

PART THREE

CORE SURVEY RESULTS

PART THREE: CORE SURVEY RESULTS

Core Alcohol and Drug Survey

The Core Alcohol and Drug Survey (Core Survey) was developed in 1989 to assess the nature, scope, and consequences of alcohol and other drug (AOD) use on college campuses. The only modification to the survey was in 1994 to include an assessment of students' perceptions and beliefs about AOD use. According to Presley, Cheng, and Pimentel, "the Core Survey has shown to have high content validity, construct validity, and test-retest reliability" (2004). The survey has been used by over 2,800 institutions of higher education.

At UNT, the Core Survey has been administered in 1998, 2005, 2007, and 2010. This report is designed to provide a basic understanding of AOD use, attitudes, and behaviors among UNT students, based primarily on 2010 data; when possible and appropriate comparisons are made with 1998, 2005, and 2007 data. These data sets are not longitudinal and should only be used to better understand the evolving culture of AOD use, attitudes, and behaviors among UNT students.

(Data represented in italics is from collective national data, providing by the Core Institute.)

Demographics

The 2010 Core Survey data compared to the 2009-2010 UNT Factbook shows the discrepancies in the 2010 Core Survey sample. Future Core Surveys will benefit from more strategic outreach to male, African-American, and Senior-level students.

	2010 UNT Core Survey	2010 Spring Factbook Data
Age		
Under 21	30.3	31.8
21+	69.7	68.1
Gender		
Female	64.8	54.4
Male	35.2	44.5
Classification		
Freshman	11.8	10.1
Sophomore	16.2	15.4
Junior	19.1	21.5
Senior	24.0	30.5
Graduate	27.7	22.4
Other	1.1	N/A
Ethnicity/Ethnic Origin		
White	67.4	61.2
African-American	6.0	13.1
Hispanic	10.6	12.6
Asian/Pacific Islander	12.2	5.5
American Indian	0.6	0.7
Other/Non-Resident Alien	3.2	6.8

Alcohol

Annual Prevalence: In the past 12 months, 76.7% of students reported consuming alcohol. Freshmen are more likely to have never used alcohol in the past 12 months than other classifications (39.0% compared to 21.4%). There is little difference in annual prevalence between men and women (77.5% compared to 76.2%).

	2010	2007	2005
Never Used	23.3 (15.8)	14.8	19.4
Once/Year	10.1 (13.9)	6.9	8.6
6 Times/Year	14.6 (4.1)	10.9	12.3
Once/Month	6.9 (18.3)	8.0	9.2
Twice/Month	10.4 (11.5)	13.3	14.5
Once/Week	17.6 (19.1)	21.1	16.7
3 Times/Week	10.8 (13.0)	18.0	13.6
5 Times/Week	5.0 (6.6)	5.7	4.9
Every Day	1.3 (3.4)	1.2	0.8

30-Day Prevalence: In the past 30 days, 58.7% of students reported consuming alcohol. Men were more likely to drink 10 or more days in a month, compared to women (17.6% compared to 11.3%). Senior and Graduate students were also more likely to consume alcohol 10 or more days in a month. Additionally, students who identified as “Active, Non-Leader” roles in Greek organizations were more likely to drink 10 or more days in a month (14.3% compared to 5.1%), however “Leadership Position” roles were unlikely to show similar behavior (only 5.0%). On-campus students were much less likely to drink 10 or more days than off-campus peers (3.7% compared to 16.5%).

	2010		2007		2005	
	Male	Female	Male	Female	Male	Female
0 Days	40.6	41.8	27.9	26.0	30.8	37.6
1-2 Days	18.0	26.0	14.6	25.6	21.1	27.9
3-5 Days	11.3	15.3	20.0	23.3	17.9	15.5
6-9 Days	12.6	5.6	16.5	13.7	12.6	10.0
10-19 Days	10.0	8.0	13.7	8.4	10.6	6.8
20-29 Days	5.9	3.3	6.0	2.8	5.5	2.1
All 30 Days	1.7	0.0	1.3	0.2	1.4	0.0

	Freshman	Sophomore	Junior	Senior	Graduate
0 Days	72.0	47.8	43.6	25.2	36.6
1-2 Days	11.0	28.3	24.8	22.7	24.6
3-5 Days	9.8	10.6	13.5	20.2	13.6
6-9 Days	3.7	8.0	8.3	10.4	7.3
10-19 Days	3.7	3.5	5.3	12.3	13.1
20-29 Days	0.0	1.8	4.5	7.4	4.2
All 30 Days	0.0	0.0	0.0	1.8	0.5

Quantity of Alcohol Consumed: The average number of drinks consumed in a week by a UNT student is 2.7. Men report higher average drinks per week (4.1) than women (2.0). Men were also twice more likely than women to drink an average of two or more drinks, daily (6.8% compared to 2.9%).

Twenty-nine percent of students report binge drinking at least once in the past two weeks (28.6%). Binge drinking is defined as consuming four or more standard drinks for a woman, or five or more standard drinks for a man, per episode of alcohol consumption. Men are more likely to report binge drinking at least once in the past two weeks than women (34.2% compared to 25.7%), and are also almost twice as likely to be frequent binge drinkers, reporting binge drinking 3 or more times in the past two weeks (18.3% compared to 9.2%). Students who identified as “Active, Non-Leader” or “Attended” roles in Greek organizations were more likely to report binge drinking in the past two weeks than those who identified as “Not Involved” (37.9% compared to 27.7%), whereas students who identified “Leadership Position” roles in Greek organizations were less likely to report binge drinking than the average student (25.0% compared to 28.6%). On-campus students were much less likely to report binge drinking in the past two weeks compared to their off-campus peers (20.5% compared to 31.0%).

Perception of Alcohol Use: Compared to other campuses, 72.7% of UNT students reported that alcohol use in “about the same,” 20.6% reported alcohol use is less, and 6.7% reported that it is greater at UNT than other campuses. Nearly 80% of respondents said they saw drinking as central in the social life of male students, and 85.9% said they saw drinking as central in the social life of fraternities. UNT students perceive weekly alcohol use done by others as nearly 3 times the actual weekly prevalence, and 38.5% of students said they believe the social atmosphere on campus promotes alcohol use. Two-thirds of respondents reported that their friends would disapprove if they had five or more drinks at one sitting, and 59.1% believe that having five or more drinks in one sitting is a “great risk.”

The following are key findings on the perceived effects of alcohol use:

- Breaks the ice: 68.0%
- Enhances social activity: 63.7%

- Makes it easier to deal with stress: 41.1%
- Facilitates a connection with peers: 54.1%
- Gives people something to talk about: 59.8%
- Facilitates male bonding: 52.6%
- Facilitates female bonding: 43.3%
- Allows people to have more fun: 53.5%
- Gives people something to do: 65.6%

Alcohol and Sexual Activity: Nearly two-thirds of UNT students report engaging in sexual intercourse within the past year. Of these students, 15.9% reported using alcohol the last time they had intercourse. Students who consume alcohol prior to sexual activity are at an elevated risk for sexually transmitted infections, unplanned pregnancy, and sexual assault. This question on the Core Survey has been shown to exhibit a heteronormative bias, and may not reflect the true amount of sexual activity and related alcohol use on a campus (Pimentel, 2004).

Other Drugs

Tobacco: Annual and 30-Day Prevalence: The annual prevalence for tobacco use is 30.7%. The 30-day prevalence is 20.4%, however is higher for men (27.9%) compared to women (16.4%). Only 6.4% of UNT students report using tobacco daily.

Marijuana: Annual Prevalence: In the past 12 months, 25.6% of students reported using marijuana. Freshmen were the highest reported classification for marijuana use in the past year, graduate students were the lowest.

	Freshman	Sophomore	Junior	Senior	Graduate
Never Used	68.3	72.6	71.8	69.7	83.4
Once/Year	12.2	8.8	4.6	9.1	6.2
6 Times/Year	2.4	3.5	9.2	4.8	2.6
Once/Month	6.1	0.9	3.8	1.2	1.0
Twice/Month	1.2	1.8	0.8	1.8	0.5
Once/Week	2.4	4.4	2.3	1.8	1.0
3 Times/Week	3.7	2.7	2.3	2.4	0.5
5 Times/Week	3.7	1.8	1.5	3.6	2.1
Every Day	0.0	3.5	3.8	5.5	2.6

Marijuana: 30-Day Prevalence: In the past 30 days, 14.9% of students reported using marijuana. Men were significantly more likely to use marijuana than women (18.8% compared to 12.6%). Men were also more likely to use marijuana 10 or more days in a month than women (8.7% compared to 6.9%). Respondents who identified as “Active, Non-Leader” and “Leadership” roles in Greek organizations were less likely to use marijuana than their peers (10.0% compared

to 15.3%). Off-campus students were more likely to use marijuana, and more likely to use marijuana 10 or more days in a month than students who live on campus.

Other Drugs: Annual and 30-Day Prevalence: Besides marijuana, the other drugs used most often are amphetamines (2.9%), sedatives (2.2%), and prescription medication without a prescription (2.2%). Few differences are available between male and female use. Respondents who identified as “Active, Non-Leader” and “Leadership” roles in Greek organizations were less likely to use any other drugs than their peers.

	Annual Prevalence		30-Day Prevalence	
	2010	2007	2010	2007
Marijuana	25.6 (30.1)	28.9	14.9 (16.8)	16.8
Cocaine	3.6 (5.2)	5.5	0.9 (2.2)	2.0
Amphetamines	5.3 (6.2)	7.6	2.9 (3.1)	3.0
Sedatives	5.6 (4.2)	7.9	2.2 (2.0)	2.7
Hallucinogens	4.1 (3.5)	3.8	1.0 (1.1)	0.7
Opiates	1.3 (1.3)	1.1	0.4 (0.7)	0.5
Inhalants	0.9 (1.2)	0.7	0.0 (0.5)	0.6
Designer Drugs	3.8 (2.9)	4.4	0.9 (0.9)	0.7
Steroids	0.7 (0.6)	0.1	0.7 (0.4)	0.1
Prescription Medication	9.2 (N/A)	7.2	2.2 (N/A)	N/A

Perceptions of Other Drug Use: More than 55% of students believe the average student on the UNT campus uses some form of illegal drug once a week. This is 5 times more than the actual weekly prevalence.

Policy and Consequence Data

Consequences of Alcohol and Drug Use: The proportion of students who report having problems as a result of drinking or drug use is another indicator of the level of substance abuse. The following data is for the student respondents who had reported a problematic experience as a result of drug/alcohol use in the past year:

Public Misconduct and Potential Harm to Others

- Been arrested for DWI/DUI: 1.0% (1.4%)
- Been in trouble with police, residence hall, or other authorities: 3.7% (13.7%)
- Damaged property, pulled fire alarms, etc.: 2.9% (6.8%)
- Driven a car while under the influence: 24.8% (27.0%)
- Got into an argument or fight: 15.0% (32.3%)

Personal Problems

- Tried to commit suicide: 1.0% (1.3%)
- Seriously thought about suicide: 4.4% (4.5%)
- Been hurt or injured accidentally: 9.6% (16.2%)
- Been taken advantage of, sexually: 4.1% (10.1%)
- Taken advantage of another, sexually: 1.5% (3.2%)
- Tried unsuccessfully to stop using drugs or alcohol: 4.3% (4.2%)
- Thought I might have a drinking or other drug problem: 10.3% (10.8%)
- Done something I later regretted: 13.2% (37.2%)
- Had memory loss: 22.1% (33.9%)

Academic Problems

- Performed poorly on a test or important project: 13.2% (22.1%)
- Missed a class: 30.1% (31.2%)

Students who reported an average grade of “C” or lower were 3 times more likely to have had 6 or more binge drinking episodes in the past two weeks. These students were also more likely to use marijuana and other drugs than students who reported an average grade of “B” or higher.

Policy Awareness and Effectiveness: More than one-fifth (21.8%) of students reported they “don’t know” about campus alcohol and drug policies, and 56.9% of students reported that they “don’t know” about campus alcohol and drug prevention programs. Of students who reported “Yes” to “Does your campus have alcohol and drug policies” (77.5%), most reported that they were not enforced (56.4%). Additionally, 8.8% of respondents said the campus is not concerned about the prevention of alcohol and other drugs.

When asked “I abide by the university policy and regulations that concern alcohol and other drug use,” 74.4% of students rated “Strongly Agree” or “Agree.”

		2010	2007	2005
“Don’t Know” about campus alcohol/drug policies	(19.3)	21.8	23.4	19.2
“Don’t Know” about campus alcohol and drug prevention programs	(57.0)	56.9	61.9	59.8

PART FOUR

ADDENDUM- UNIVERSITY AND COMMUNITY RESOURCES

PART FOUR: UNIVERSITY AND DENTON RESOURCES

Resources for UNT Students

- Emergency: 911
- Student Health & Wellness Center: 940-565-2333
<http://www.healthcenter.unt.edu/home/>
- Wellness Resource Service: 940-565-2787
<http://healthcenter.unt.edu/wellness-resources/>
- Substance Abuse Resource Center: 940-565-2787
<http://healthcenter.unt.edu/departments/substance-abuse-services/>
- Dean of Students: 940-565-2648
<http://www.dos.unt.edu/>
- Counseling and Testing Center: 940-565-2741
<http://www.unt.edu/cat/>
- UNT Police Department: 940-565-3000
<http://www.unt.edu/police/>
- Center for Students Rights and Responsibilities: 940-565-2039
<http://www.unt.edu/csrr/>
- Student Legal Advisor: 940-565-2614
<http://studentlegal.unt.edu/>
- UNT Psychology Clinic: 940-565-2631
<http://www.psyc.unt.edu/clinic/>

Resources for UNT Employees

- Employee Assistance Program (EAP): 1-800-343-3822
<http://hr.unt.edu/main/ViewPage.php?cid=89>

Other Resources

- Local Meeting of Support Groups AA, NA, Al-anon
Contact the SARC at: 940-565-2787
<http://www.step12.com/texas.html> OR <http://www.texas-al-anon.org/meetings.htm>
- Denton Regional Medical Center: 940-384-3535
<http://www.dentonregional.com/>
- MHMR 24 Hour Crisis Line: 940-387-5555
<http://www.dentonmhmr.org/>
- Alcohol and Drug Abuse Hotline: 1-800-ALCOHOL
<http://www.addictioncareoptions.com/>
- Narcotics Anonymous: 1-800-777-1515
<http://www.na.org/>

- National Cocaine Hotline: 1-888-350-1200
http://www.allaboutcounseling.com/crisis_hotlines.htm
- National Institute on Drug Abuse/Treatment Hotline: 1-800-662-HELP
<http://drugabuse.gov/nidahome.html>
- AIDS Information Hotline: 1-800-CDC-INFO
<http://www.thebody.com/index/hotlines/national.html>
- National STD Hotline: 1-800-227-8922
<http://www.cdc.gov/nchhstp/>
- National Domestic Violence Hotline: 1-800-799-SAFE
<http://www.thehotline.org/>