



Biennial Review of Alcohol and Other Drugs Programs: 2014-2016

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments require the SUNY Polytechnic Institute (SUNY Poly) to adopt and implement a program to prevent the unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs or alcohol by students and employees on SUNY Poly property, in SUNY Poly facilities, or at SUNY Poly activities or events and to offer an anti-drug and alcohol abuse program. This report is the Biennial Review for 2014-2016 to certify that SUNY Poly has developed policies, programs, and initiatives to prevent and/or reduce the use of alcohol and other drugs among its student and employee populations and has evaluated the effectiveness of the policies and programs and has implemented changes as necessary. Biennial reviews will continue to be completed by the College Alcohol and other Drugs (AOD) Prevention Task Force in even numbered years (for the two prior academic years) and will be on file in the Offices of Human Resources and the Associate Provost for Student Affairs.

The AOD Prevention Task Force members include:

- Marybeth Lyons, Associate Provost for Student Affairs
- Jennifer Adams, Director of Residential Life and Housing
- Gary Bean, Chief of University Police
- Megan Wyett, Director of Student Conduct and Leadership Development
- Stacey Genter, Health Promotion Coordinator
- Amy McLaughlin, Human Resources Associate
- Scott Flaherty, Senior Director of Student Financial Services

Annual Notice

The Annual Notice is part of the Drug-Free Schools and Communities Act and is a notification to all registered students and employees through university e-mail and is also distributed to faculty, staff and students on the SUNY Poly Announcements. This annual notice is sent to all registered students via the Associate Provost's Office and is sent to all faculty and staff through the Human Resources Office. In the Fall 2016 semester, the Annual Notice was communicated to students on November 2, 2016, and to employees on November 4, 2016. There were 200 undeliverable student e-mails that were investigated and completed on November 4, 2016.

The Annual Notice includes:

- Written standards of conduct: Prohibiting unlawful possession, use, and distribution on institutional property or as part of institutional activities;
- Description of legal sanctions, health risks, and alcohol/drug resources including counseling, treatment, and rehabilitation programs for both students and employees;
- Statement of institutional sanctions for both students and employees.

The AOD Prevention Task Force plans to notify all new students by sending the notice within 30 days of each academic semester as well as the summer session. New employees whose employment begins after the annual distribution will be notified through the orientation email sent to all new hires by the Office of Human Resources.

The Annual Notice is also published on the following SUNY Poly websites:

Human Resources https://sunypoly.edu/human_resources/policies?cms=webace

Health & Wellness Center https://sunypoly.edu/health_wellness/alcohol-substance?cms=webace

SUNY POLYTECHNIC INSTITUTE POLICY ON DRUGS AND ALCOHOL

Introduction

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments require SUNY Polytechnic Institute (SUNY Poly) to adopt and put into effect a program to prevent the unlawful manufacture, distribution, dispensation, possession or use of illegal drugs or alcohol by students and employees on SUNY Poly property, in SUNY Poly facilities, or at SUNY Poly activities or events, and to offer an anti-drug and alcohol abuse program.

The State University of New York Polytechnic Institute is committed to maintaining an environment free of illegal drugs and drug and alcohol abuse. In compliance with the Federal Drug-Free Workplace Act of 1988, SUNY Poly prohibits the unlawful manufacture, distribution, possession and/or use of controlled substances or alcoholic beverages on its premises, in its buildings, or at SUNY Poly sponsored events on or off campus. This prohibition also applies to student sponsored social activities or professional meetings attended by employees that the campus authorizes and/or use any campus resources. The Drug Free Schools and Communities Act Amendments of 1989 (effective 9/1/90) requires the distribution of the following information to all students and employees. The following list reflects the major sections of this document.

SUNY Poly's Policy on Drugs

Sale, use, possession or distribution of prohibited drugs or controlled substances, or loitering with intent to engage in these activities, is prohibited in SUNY Poly buildings or grounds and at SUNY Poly-sponsored events. The term "drug" covers all controlled substances as defined in Section 220.00 of the New York State Penal Law and the Marijuana Reform Act of 1977. Offenders are subject to college discipline, up to and including dismissal from the college or termination of employment, and referral for prosecution, independent of action taken by the civil authorities.

An employee convicted of any violation of the criminal drug statutes for activities in or on property owned or controlled by SUNY Poly or at activities sponsored by SUNY Poly must notify the Provost, his or her Vice President, or Dean of the conviction, in writing, within five calendar days of conviction. Student workers must notify the Office of Human Resources.

Medical testing may be done if SUNY Poly has a reasonable suspicion that an employee is unable to perform job duties due to the misuse of alcohol, controlled substances, or prescription drugs. The Omnibus Transportation Employee Testing Act of 1991 (OTETA) also requires SUNY Poly to conduct pre-employment, pre-assignment (promotion), reasonable suspicion, post-accident, random, follow-up and return to duty alcohol and drug testing on all employees whose positions require the possession of a Commercial Driver's License (CDL).

Obligations of SUNY Poly

SUNY Poly must notify the appropriate federal agency (e.g., Department of Education, National Science Foundation) of the conviction of any employee or student worker paid in whole or in part by agency funds within ten days of receipt of the notice of conviction. SUNY Poly must also make a good faith effort to maintain a drug-free workplace, offer drug awareness education, assist students and employees seeking treatment or rehabilitation, notify employees and students of its policy, and implement and enforce the policy.

SUNY Poly's Policy on Alcohol

Employees and students are expressly prohibited from selling, dispensing, or consuming alcoholic beverages on campus except for the following circumstances:

- A) At SUNY Poly approved events
- B) Students may dispense and consume alcoholic beverages in the privacy of their own residence hall rooms, subject to the requirements of the Student Code of Personal Conduct, the Residence Hall License and local and state law

Students: Compliance with the provisions of SUNY Poly’s drug and alcohol policies is a condition of attendance at SUNY Poly. Violators of these policies are subject to discipline, up to and including expulsion from SUNY Poly and referral to appropriate law enforcement agency and/or discipline, under the judicial procedures specified in the Rules and Regulations for the Maintenance of Public Order and the Student Code of Personal Conduct, and/or corrective action(s) as SUNY Poly deems appropriate, including satisfactory completion of an approved drug or alcohol rehabilitation program.

Employees: Compliance with the provisions of SUNY Poly’s drug and alcohol policies is a condition of employment. Violators are subject to discipline, up to and including termination of employment and referral to appropriate law enforcement agency and/or discipline, under the various negotiated agreements, or corrective action(s) as SUNY Poly deems appropriate, including satisfactory completion of an approved drug or alcohol rehabilitation program.

Note: Student workers fall under both the student and employee sections above.

[Click here to view the procedures for Alcohol and Substance Abuse in the Workplace.](#)

Local, State and Federal Laws - Alcohol

For the dispenser of alcoholic beverages, the following provisions of the New York State law pertain:

“Dram Shop” Law: It is a criminal offense to sell or give alcoholic beverages to a minor (under the age of 21). Anyone who serves a minor, whether knowingly or unknowingly, is liable for the minor's actions under the influence of alcohol. The law makes no distinction as to intent or efforts to determine legal age; the law simply asks whether the person who was served was of legal age and holds the server liable for damages.

Minimum Purchase Age: No person shall sell, deliver, give away, or cause, permit or procure to be sold, delivered, or given away, any alcoholic beverage to someone under or appearing to be under the age of 21 years. The dispenser is obligated to demand proof of legal age whenever in doubt.

Malicious Action: Anyone who knowingly supplies alcoholic beverages to an intoxicated person or acts with malicious intent in supplying alcohol to another person is subject to civil suit for compensable damages and punitive damages if intoxication results in injury or damage.

False Identification: Anyone under the age of 21 years who presents false or fraudulent written identification in order to secure alcoholic beverages is guilty of a criminal offense.

Possession of Alcohol by a Minor: A minor can be arrested and fined for possession of an alcoholic beverage with intent to consume it.

Drinking and Driving: All states prohibit drinking and driving. In New York State, it is a DWI violation to operate a motor vehicle with a blood alcohol content (BAC) of 0.08% or higher.

There are many factors that can determine an individual's BAC. There is no one size fits all standard to estimate how many drinks would bring a person to a .08 BAC.

Zero Tolerance Law: It is illegal for an individual under 21 years of age to operate a motor vehicle with a BAC of .02 -.07. The Zero Tolerance violation carries a penalty of license suspension and fine.

The rules and penalties for drinking and driving also apply to driving a motor vehicle while under the influence of illicit drugs.

For a summary description of NYS Alcohol offenses and penalties:

<https://www.suny.edu/sunypp/docs/207.doc>

<http://dmv.ny.gov/tickets/penalties-alcohol-or-drug-related-violations>

Local, State and Federal Laws - Drugs

New York State Penal Law: The Penal Law lists the various controlled substances, specific offenses, and sanctions ranging from a fine of not more than \$100 to imprisonment for life. It is a crime under New York State law to loiter with intent to use drugs, use or possess drug paraphernalia, and sell or possess controlled substances.

For a summary description of NYS Drug offenses and penalties:

<https://www.suny.edu/sunypp/docs/208.doc>

Persons convicted of drug offenses in New York State may be sentenced to any of the following: conditional discharge that may include any amount or kind of community service that the court deems appropriate; probation; shock probation (a combination of 60 days' jail time plus a maximum of three years' probation); intermittent imprisonment, which may include weekdays or work Saturdays; or straight jail time.

New York State Public Health Law: It is a violation of the Public Health Law in New York to sell or possess a hypodermic needle without a doctor's permission, to grow marijuana or

knowingly permit it to grow without destroying it (Class A misdemeanor punishable by up to one year in a local correctional facility), or to manufacture, sell, or possess with intent to sell, an imitation controlled substance (Class A misdemeanor; second offense is a Class E felony punishable by a minimum of one year and maximum of four years in state prison). It is also a violation to inhale any glue that releases toxic vapors or fumes (Class A misdemeanor). A private vehicle, boat or plane that has been used to transport a controlled substance can be seized and forfeited under the law.

Federal Law: Federal drug laws parallel New York State drug laws in many respects. It is a federal offense to manufacture, distribute, or possess with intent to distribute, a controlled substance or an imitation controlled substance. All property associated with the unlawful handling of controlled substances is subject to forfeit to federal authorities.

For a summary description of Federal Drug offenses and penalties:

http://www.dea.gov/druginfo/ftp_chart1.pdf

Under federal law, a person convicted of any federal or state offense involving possession of a controlled substance is ineligible to receive any and all federal benefits (e.g., student loans, social security) for a period of up to one year. A person convicted of the distribution of a controlled substance may be ineligible for any or all federal benefits for up to five years.

There are both federal and state laws dealing with the distribution or manufacture of controlled substances in or near schools or universities. Federal law provides that a drug offense within 1,000 feet of SUNY Poly property is punishable by a term of imprisonment and a fine of up to twice the amount authorized for the same offense when it is committed away from SUNY Poly property.

SUNY Poly's Good Samaritan and Amnesty Policies

Per the Student Code of Personal Conduct, the following policies also apply:

Good Samaritan Policy: Abuse of alcohol and other drugs can create life-threatening situations that require an immediate response from emergency services personnel. In all instances, SUNY Poly is concerned that those in need receive prompt medical attention. SUNY Poly cannot guarantee absolute immunity from sanctions associated with violations of the Student Code of Personal Conduct or state and federal law. However, efforts will be made to mitigate sanctions associated with alcohol and other drug offenses for "Good Samaritans." These considerations apply only to the individual(s) who may have contributed/participated in the use and abuse of alcohol or other drugs, but who summon aid.

Policy for Alcohol and/or Drug Use Amnesty in Sexual and Interpersonal Violence Cases:

The health and safety of every student at the State University of New York and its State-operated and community colleges is of utmost importance. SUNY Poly recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including, but not limited to, domestic violence, dating violence, stalking, sexual harassment or sexual violence occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. SUNY Poly strongly encourages students to report incidents of domestic violence, dating violence, stalking, sexual harassment or sexual violence to institution officials. A bystander or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, sexual harassment or sexual violence to SUNY Poly officials or law enforcement will not be subject to SUNY Poly's Student Code of Personal Conduct for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, sexual harassment or sexual violence.

Health Risks of Alcohol and/or Substance Use and Abuse

The SUNY Polytechnic Institute is committed to supporting an environment which fosters academic success and continual learning as well as the health and well-being of the members of its community. The use and/or abuse of illegal drugs, tobacco, and alcohol carries possible health risks to the individual user as well as the campus community and community at large. Health risks associated with use and abuse may include damage to major organs such as the brain, heart, lungs and liver as well as medical problems such as high blood pressure, cancer, heart attack, or stroke. Unwanted pregnancy, sexually transmitted infections, unwanted sexual activity, poor academic performance or failure, and physical and mental dependence are also possible health risks associated with use and abuse. The use of alcohol during pregnancy may cause injury to the fetus or Fetal Alcohol Syndrome. Users of needles for the use of drugs such as heroin or crack carry the risk of spreading HIV and Hepatitis from the sharing of those needles. Additional health risks exist for driving under the influence of alcohol or other substances (including those prescribed by a provider) and may result in criminal charges, driving related injuries, and fatalities. Addiction is another very serious health risk associated with the use of alcohol or other substances. Addiction is a primary, progressive, chronic and potentially fatal disease.

Signs and symptoms of addiction may include:

- Drinking or using substances for the relief of withdrawal symptoms
- Increased tolerance or reverse tolerance (drug sensitization)
- Feeling guilt, shame, or remorse (as a result of behavior while under the influence of alcohol or other drugs)
- Anxiety, depression, or other mental health diagnosis

- Concern from family and/or friends about drinking or drug use
- Decline in work performance or loss of interest in hobbies and daily activities
- Inability to remember what happened when drinking (blackouts)
- Financial difficulties including making sacrifices for the purchase of drugs
- Having problems with the law through increasingly risky behaviors and impaired judgment
- Denial or not being aware that a problem exists
- Much time dedicated to the use of a substance (obsession)
- Use that continues despite known health problems that have developed from use

Available Resources: If you, or someone you know, have a concern (or suspect a problem) with alcohol or other drug abuse, there are several ways you may seek assistance or support on campus and in the community.

On campus confidential resources include:

The Health & Wellness Center, Oriskany Hall, Suite B, [315-792-7172](tel:315-792-7172)

- *Medical evaluation and treatment
- *Physician counseling and general information

The Counseling Center, Oriskany Hall, Suite B, [315-792-7172](tel:315-792-7172)

- *Individual and group counseling
- *Referrals to agencies & practitioners

Counseling Services, NFE 1602, [315-792-7172](tel:315-792-7172)

Every Wednesday and Friday

- *Individual and group counseling
- *Referrals to agencies & practitioners

Albany Medical Center - Student Health Center, 25 Hackett Boulevard, Albany [518-264-0900](tel:518-264-0900)

Additional on campus resources include:

University Police Department (Utica), Kunsela Hall B126

- [315-792-7111](tel:315-792-7111) (emergency number)
- [315-792-7222](tel:315-792-7222) (non-emergency number)

University Police Department (Albany) Nano Fab East 1701

518-437-8600

Health Education Office, located at the Health & Wellness Center, Oriskany Hall, Suite B, [315-792-7808](tel:315-792-7808)

- *Education, educational resources, screening and referrals to agencies & practitioners
- *Promotion of wellness and healthy lifestyle choices

Employee Assistance Program

Any New York State employee may contact NYS EAP by calling 1-800-822-0244 or visit their website at www.worklife.ny.gov/eap. The local regional offices are as follows:

Albany – 518-486-9796

Syracuse – 315-428-4963

Utica/Binghamton – 315-793-2518

Confidential referral services for all university employees through the office of Human Resources, Kunsela Hall, A011, 315-792-7191 (Utica), or NFE, Suite 2100, 518-437-8686 (Albany)

Listing of Resources for Off Campus Alcohol and Substance Abuse Services

Utica Site Area Services

Alcoholics Anonymous (315) 732-6880	276 N. Genesee Street Utica, NY 13502 http://www.aa.org/
Beacon Center (315) 717-0189	210 South Main St # A Herkimer, NY 13350-2375 http://www.beaconcenter.net/
Center for Family Life and Recovery, Inc. (315) 733-1709	502 Court St # 401 Utica, NY 13502-4233 http://www.whenthereshelpthereshope.com/
Community Recovery Center (315) 334-4701	264 W. Dominick St. Rome, NY 13440-5812 http://www.romehospital.org/Community_Recovery_Center.aspx
Herkimer County Prevention (315) 894-8080	61 West Street Ilion, NY 13357-1723 http://www.herkimercountyprevention.org/
Insight House Chemical Dependency Services (315) 724-5168	500 Whitesboro St. Utica, NY 13502 http://insighthouse.com/

<p>McPike Addiction Treatment Center (315) 738-4600</p>	<p>1213 Court Street Utica, NY 13502-3803 McPike ATC is certified by the NYS Office of Alcoholism & Substance Abuse Services (OASAS). https://oasas.ny.gov/atc/mcpike/index.cfm</p>
<p>Rescue Mission of Utica, Addictions Crisis Center (315) 735-1645</p>	<p>212 Rutger Street Utica, NY 13501 http://www.uticamission.org/</p>

Albany Site Area Services

<p>Addictions Care Center of Albany (518) 465-5470</p>	<p>Alcoholism Treatment Program 90 McCarty Ave Albany, NY 12202 http://theacca.net/</p>
<p>Alcoholics Anonymous Capital District Central Office (518) 463-0906</p>	<p>11 Computer Dr. W #100 Albany, NY 12205 http://www.aa.org/</p>
<p>Addictions Care Center (518) 465-5470</p>	<p>90 McCarty Avenue Albany, NY 12202 http://theacca.net</p>
<p>Belvedere Addictions Center (518) 694-9400</p>	<p>1 Van Tromp St Albany, NY 12207 http://www.belvedereaddictionscenter.com/</p>
<p>Capital Counseling (518) 462-6531</p>	<p>650 Warren St #1 Albany, NY 12208 http://capitalcounseling.org/contact/</p>
<p>Homer Perkins Center (518) 436-1104</p>	<p>76-82 2nd St Albany, NY 12210 www.trinityinstitution.org</p>
<p>Hope House Outpatient Clinic (518) 427-8207</p>	<p>747 Madison Ave # 4 Albany, NY 12208 http://www.hopehouseinc.org/about-us/outpatient-clinic/</p>
<p>Pearl Street Counseling Center (518) 462-4320</p>	<p>109 State St Albany, NY 12207</p>

Enforcement Analysis

Student Conduct and Human Resources Report (see appendix)

Evaluation of Effectiveness

SUNY Poly evaluates the effectiveness of the programs and policies through:

- How many programs the institution offers each year and through event evaluations
- From SOS survey results (performed every three years), Orientation evaluations and First Year Seminar surveys
- Through reports of AOD incidents, both student and employee (zero AOD reports for employees for the 2014-2016 Biennial Review)
- Number of training programs for employees and supervisors
- Number of financial aid impacted students as a result of AOD violations

Residential Life and Housing

Residential Life and Housing Staff are trained to identify behavioral concerns and implications, particularly as they relate to alcohol use. Training on college student issues and trends is provided by the Health Promotion Coordinator; training on early detection of harmful behavior and alcohol abuse is provided by the Residential Life professional staff, the chief conduct officer, and the Counseling Staff. Counseling Staff also provide extensive training on effective intervention and referral.

Resident Advisors spend considerable time on the skills necessary to have meaningful conversations, how to build relationships, and how to identify concerns in a one-on-one setting. Each resident student has a one-on-one meeting with their Resident Advisor within the first month of each semester. This lays the groundwork for ongoing connection and assessment of an individual student's habits and interests and often is an early detector of problems with alcohol and drugs for an individual student.

Summary of AOD Program Strengths, Weaknesses, and Revisions

Strengths

- Alcohol-free options in the form of program events and activities (see the list of programs for 2014-2015 and 2015-2016)
- Campus maintains facilities and provides late-night and weekend opportunities for alcohol-free events through the Student Activities Office and the After Hours Activities Board (AHAB)

- Behavioral Assessment Team meets regularly to identify at-risk students and employees for intervention and referral
- 2014-2016 carried zero employee AOD violations
- Reduced recidivism rates of students: In both years, we saw that approximately 85% of our students did not have more than one conduct violation
- Increased educational efforts in response to judicial AOD violations: In 2015-2016, increased efforts were given to provide a consistent educational sanction process to ensure all violations of the AOD policy met with the Health Promotion Coordinator on their first offense
- Strong communication and collaboration between departments to support AOD programs
- Event planning process in place to determine the number of monitors (police or otherwise) needed for safe and secure events
- Event controls in place that allow checking for drugs and alcohol at entrances and throughout events
- Driver's license checks in place for monitoring the use of university vehicles by college employees that check for AOD violations in advance
- Improved enforcement of AOD policies by Resident Advisors and Resident Directors supervising the Residence Halls
- Strong collaboration between Student Conduct and the Health & Wellness/Counseling Center for referrals for educational mandates and/or counseling services for code violations related to AOD policies
- The university's auxiliary food provider, Sodexo, requires any employee who serves alcohol to be trained through Servsafe and TIPS
- Alcohol advertising and industry sponsorship is limited from the campus community and/or campus events and controlled by Sodexo

Program Weaknesses	Recommendations for Revisions
Lack of formal structured AOD committee	Plan to develop an AOD Prevention Task Force which meets on a monthly basis
Lack of event management, which includes risk assessment for events proposed and a policy that addresses the use of alcohol at SUNY Poly recognized activities	Transform the Events Committee into a risk management group to include review of alcohol at campus recognized events and a new Events Policy
Lack of definitive employee sanctions for violation of the AOD policy	Review and seek allowable sanctions for employee violations under various Union employment agreements

Lack of educational sanction options depending on the type of violation, repeat offender, etc.	Implementation of the 360 proof program for high risk groups (such as athletic teams) in addition to the creation of a Sanctions Guidelines Document
Timeframe in which the AOD policy is distributed to the campus community	Distribution of the Annual Notice within 30 days of the start of each academic semester as well as the summer session
Currently there are no dedicated funds directed toward AOD education	Create and propose an AOD budget request for funding through the College Association
Lack of training and minimal communication regarding policy to employees	Increased employee educational programming to begin in spring 2017
Lack of ongoing financial support towards AOD programming and staff	Actively search out grant funding opportunities for AOD prevention and staffing

Statement of AOD Program Vision, Mission, and Goals

Program Vision

The SUNY Polytechnic Institute (SUNY Poly) and the AOD Prevention Task Force will improve student success, personal wellness, and retention/graduation rates by implementing evidence-based strategies to prevent and reduce underage drinking, drinking and driving rates, binge drinking activities, illegal drug use, and other associated high-risk behaviors, all while promoting overall personal health and wellness.

Program Mission

SUNY Poly and the AOD Prevention Task Force will work to develop and implement a comprehensive plan for the prevention of underage drinking, high-risk drinking, and substance use and abuse. The AOD Prevention Task Force will keep abreast of current trends and evidence-based strategies and will continue to improve the Institution’s policies, educational opportunities, and intervention and referral plan, while increasing the awareness of current issues and trends. Recognizing that a student’s academic success can be challenged and compromised by the use of alcohol and other substances, SUNY Poly will continue to provide education and training to promote positive changes among students and strive to decrease high-risk behaviors and activities.

Program Goals for 2016-2018 Review

1. Reduce underage drinking violations by 10% in the Residence Halls over the course of the next two years through targeted campaign messages;

2. Implementation of additional educational programming (360 proof, etc.) tools for violations of AOD policy by Fall 2017;
3. Implementation of AOD policy trainings for supervisors of university employees by Spring 2017;
4. Work to create a dedicated budget line for AOD educational programming through senior administration and College Association by July 1, 2017;
5. Provide TIPS training for Resident Advisors by Fall 2017.

Substance Use Programs and Prevention Activities

Fall 2014-Spring 2015

- Bathroom Buzz – a weekly health topic for display in bathrooms on campus. Continuation to develop six new flyers/semester for the Health Literacy Coalition, a community health organization, for use in the local community. The SUNY Poly Health Promotion Coordinator researches and develops an educational flyer on identified topics. Electronic distribution of this SUNY Poly-developed educational flyer is provided various local health agencies to be printed and posted throughout the local community. Plans are in development to provide this health initiative in Oriskany Hall, the freshman residential building.
- Smoking Cessation Programs - free quit kit with educational materials and counseling and limited supply of NRT-sponsored by the Wellness Committee; referred to NYS Quitline also for two free weeks of NRT.
- Alcohol/Drug Education Program - individual students are referred from the campus judicial system who have a drug and/or alcohol violation(s) to schedule an individual education session(s) with the Health Promotion Coordinator. Maxient, a student conduct database system, continues to be used with campus judicial, enhancing communication between the two areas.
- “Have Fun, Be Safe” Direct Mailing to Students – SUNY Poly specific initiative targeting individual students turning 21 years old. An e-mail message, “Have Fun, Be Safe on your 21st Birthday,” along with a direct mailing to the student on or about their¹ 21st birthday. The direct mailing had a Happy Birthday gift that includes alcohol-related educational materials, a bottle opener, a can cooler customized with “Have Fun, Be Safe” message, along with the health promotion coordinator’s contact information for reference.
- “Outside the Classroom” education session/training for all first-year students (including international students) focusing on the prevention of underage drinking and drug use as well as lowering high-risk behaviors and promoting health & wellness.
- Not Anymore Online program mandated for all new students. Not Anymore is an interactive online program designed to prevent sexual assault, dating and domestic violence, and

¹ The plural pronoun is used intentionally for gender neutrality.

stalking. This training program includes modules on alcohol and substance use prevention, including bystander intervention.

Calendar of Programs (Fall 2014-Spring 2015)

November 20 th	Great American Smokeout – Community Mailer distributed to Faculty/Staff and students including facts, education and resources to quit; Bathroom Buzz distributed to encourage smokers to quit and provide resources to assist them.
December 2 nd	“Health Jeopardy” sponsored by the Nursing Club – “general health” informational program in the Jeopardy format. Prizes, incentives, etc. This is a well-attended educational initiative in past years.

April 6-30 th	Prescription Drug Exhibit, Cayan Library, first floor. Examines the danger of driving under the influence of prescription drugs. Lewis Henry Morgan Institute.
April 14 th	Dr. Brian Johnson, Director of Addiction Medicine, Upstate. Heroin and Opioid Abuse. Kunsela Aud, 12-2pm.
April 15 th	College and Community Wellness Fair: Campus Center, 11am-3pm. College and community wellness fair involving the Health & Wellness Center, Department of Nursing, and the CNY DDSO. 100+ vendor booths expected.

Fall 2015-Spring 2016

- Bathroom Buzz – a weekly health topic for display in bathrooms on campus. Continuation to develop new flyers throughout the semester. The SUNY Poly Health Promotion Coordinator researched and developed an educational flyer on identified topics.
- Smoking Cessation Programs - free quit kits with educational materials and counseling and limited supply of NRT, sponsored by the Wellness Committee; referred to NYS Quitline also for two free weeks of NRT.
- Alcohol/Drug Education Program - individual students are referred from the campus judicial system who have a drug and/or alcohol violation(s) that requires the student to schedule an individual education session(s) with the Health Promotion Coordinator. Maxient, a student

conduct database system, continues to be used with campus judicial, enhancing communication between the two areas.

- “Have Fun, Be Safe” Direct Mailing to Students – initiative targeting students turning 21 years old. An e-mail message, “Have Fun, Be Safe on your 21st Birthday,” along with a direct mailing to student on or about their² 21st birthday. The direct mailing had a Happy Birthday gift that includes alcohol-related educational materials, a bottle opener, a can cooler customized with “Have Fun, Be Safe” message, along with the health promotion coordinator’s contact information for reference.
- “Outside the Classroom” education session/training for all first-year students (including international students) focusing on the prevention of underage drinking and drug use as well as lowering high risk behaviors and promoting health & wellness.
- Not Anymore Online program mandated for all new students. Not Anymore is an interactive online program designed to prevent sexual assault, dating and domestic violence, and stalking. This training program includes modules on alcohol and substance use prevention, including bystander intervention.

Calendar of Programs (Fall 2015-Spring 2016)

November 10 th	Alex Sheen, from because I said I would program, focused on the value of making and keeping a promise and for the betterment of humanity. His presentation contained information on substance use and drinking and driving prevention with the “I Killed a Man” campaign. Promise cards were distributed to each participant and a promise card wall was displayed in the Student Center. A local high school brought their senior class to the presentation.
December 2 nd	Pledge to quit, tobacco education day – Community Mailer distributed to Faculty/Staff and students including facts, education, and resources to quit; Bathroom Buzz distributed to encourage smokers to quit and provide resources to assist them. Quit kits made that included mints, gum, car air fresheners, toothbrush travel kits, Quit Tea, and educational resources.
April 5 th	Bystander Intervention training for students, faculty, and staff. To reduce violence by being a proactive and reactive bystander. Includes training on being an active bystander with situations involving the use of alcohol and other drugs.

² The plural pronoun is used intentionally for gender neutrality.

April 12 th	Meth Labs, Heroin Use and Serious Drug Problems, Community Forum. 7-8pm. Kunsela Hall Auditorium (free admission and open to the public).
April 13 th	Wellness Expo/Blood Drive, 11 am-3pm, Campus Center lobby. Discover Your Reward, Explore the Wellness Spectrum. Partnership with the CNY DDSO. Open to the public; over 100 vendors (outside agencies and Department of Nursing students).

Respectfully submitted,

Marybeth Lyons
Associate Provost for Student Affairs

Appendix Items

- I. Clery Report and Statistics
- II. Student Conduct and Educational Sanction Statistics
- III. Statement of Employee Violations of Drugs and Alcohol Policy
- IV. Student Activities Calendar of Events
- V. Statement from Financial Aid

Appendix I - Clery Report and Statistics

Clery Statistics - Calendar Years 2015, 2014, 2013

Crime Classification	Year	Campus		Non-Campus	Public Property	Total	Hate Crimes	Unfounded Crimes
		On Campus Student Housing	On Campus Total					
Liquor Law Arrests (does not include DWI)	2015	0	0	0	0	0	n/a	0
	2014	1	2	0	0	2	n/a	0
	2013	3	5	0	0	5	n/a	0
Drug Law Arrests	2015	4	7	0	3	10	n/a	0
	2014	8	20	0	1	21	n/a	0
	2013	2	11	0	1	12	n/a	0
Weapons Law Arrests	2015	0	0	0	0	0	n/a	0
	2014	0	0	0	0	0	n/a	0
	2013	0	0	0	0	0	n/a	0
Liquor Law Violations Referred for Disciplinary Action	2015	2	6	0	0	6	n/a	0
	2014	17	21	0	0	21	n/a	0
	2013	8	10	0	0	10	n/a	0
Drug Law Violations Referred for Disciplinary Action	2015	8	9	0	1	10	n/a	0
	2014	14	19	0	0	19	n/a	0
	2013	3	4	0	0	4	n/a	0

More information can be found on the SUNY Poly website University Police page by going to <https://sunypoly.edu/university-police/safety-law-enforcement/>

Appendix II - Student Conduct and Educational Sanction Statistics

Student Conduct 2014-2015 & 2015-2016 Report

The charts below show the number of students who were found responsible and not responsible for policy violations. While there was an increase in 3 more alcohol violations from year to year, SUNY Poly saw a reduction in drug possession and paraphernalia.

2014-2015

Charge	Not Responsible	Responsible	No Finding	Total
Disorderly conduct	18	61	10	89
Violations of the Residence Hall License	3	35	6	44
Use, possession or distribution of alcoholic beverages	23	24	6	53
Violation of SUNYIT policies, rules or regulations	16	16	8	40
Use, possession or distribution of narcotics, prescription drugs	6	15	1	22
Possession of drug paraphernalia	9	11	3	23
Acts of bullying	0	8	1	9

2015-2016

Charge	Not Responsible	Responsible	No Finding	Total
Violations of the Residence Hall License	33	101	16	150
Use, possession or distribution of alcoholic beverages	36	27	2	65
Use, possession or distribution of narcotics, prescription drugs	7	13	0	20
Violation of SUNY Poly policies, rules or regulations	1	12	0	13
Failure to comply	15	9	5	29
Actions that cause or attempt to cause a fire	19	8	3	30
Possession of drug paraphernalia	6	7	0	13

Educational sanctions breakdown for AOD policy violations

	2014-2015	2015-2016
Probation (3 months to 12 months)	50 students	47 students
Meeting with Health Promotion Coordinator	32 students	39 students
Substance Abuse Evaluation	1 student	0 students
Suspension/Expulsion	0 students	0 students
Community Service/Other*	20 students	1 student

* In 2015-2016, Community Service was only used in rare situations as an educational sanction for students with AOD policy violations due to a change in philosophy with a new Director of Student Conduct. In lieu of community service, the focus was given on a more intentional conversation with the Health Promotion Coordinator and in most cases, students were also sanctioned to attend the community standards workshop. This workshop focuses on personal reflection around values, choices and standards of community living.

Appendix III. Statement of Employee Violations of Drugs and Alcohol Policy



Bahgat Sammakia, Ph.D.
Interim President

To: Alcohol/Substance Use Prevention Task Force

From: Rhonda Haines, PHR
Vice President for Human Resources and Special Projects
Title IX Coordinator

Date: December 2, 2016

Re: Statement of employee violations of Drugs and Alcohol Policy

A handwritten signature in black ink that reads "Rhonda Haines".

According to our records the Human Resources Department has not counselled or reprimanded any employees from the dates of September 1, 2014 to August 31, 2016 for any violations of SUNY Polytechnic Institutes policy on Drugs and Alcohol.

Appendix IV: Student Activities Calendar of Events

President's Programming Initiative

EVENT NAME	DATE & TIME	
Welcome Back Carnival	August 24 2014, 12-4pm	
Convocation Celebration	August 28, 2014, 2pm?	
NYS Fair Tickets	August 30, 2014, 9am departure	
SUNYIT Shuttles	September 6, 12-6pm	
Bob Hall	September 9, 2014, 12:15pm	
Bald Mountain Trip	September 20, 2014, 9am departure	
Run Ribs and Rock n Roll	September 23, 2014, 12-2pm	
Wildcat Weekend	September 27, 2014, 12-4	
Bingo	September 30, 2014 Time TBD	
SUNYIT Shuttles	October 4, 2014, 12-6pm	
Robert Channing	October 6, 2014, 8:30pm	
Making Strides Against Breast Cancer Walk/Blues and BBQ for Breast Cancer Awareness Event	October 16, 2014, 12-2pm	
Dodgeball	October 19, 2014, Time TBD	
Pumpkin Carving	October 28, 2014, 12-2pm	
SUNYIT Shuttles	November 1, 2014, 12-6pm	
Wellness Week	November 3-7, 2014	
Veterans Week		
Wall of support/thanks	November 10, 2014, All day	
Veterans Day Reception	November 11, 2014, Time TBD?	
Ace Aceto	November 17, 2014, 830pm	
SUNYIT Shuttles	December 6, 2014, 12-6pm	
Late Night Pancake Breakfast	December 9, 2014, 9pm	
Wildcat Night	1/21/2015	5:00 PM
Black History Month game show	2/4/2015	9:30 PM
Zoo-mobile	2/12/2015	12:00-2:00pm
Saturday Shuttle	2/14/2015	
Movie: Glory	2/25/2015	
Zoo-mobile	2/26/2015	12:00-2:00pm
Women's History Month game show	3/18/2015	9:30 PM
Zoo-mobile	3/19/2015	12:00-2:00pm
NO HATE event	3/26/2015	
Fag-Bug event	3/26/2015	
Veterans Event	4/2/2015	
Holocaust speaker	4/2/2015	
Saturday Shuttle	4/4/2015	

Zoo-mobile	4/9/2015	12:00-2:00pm
Health Fair	4/15/2015	
"Never Diet Again"	4/16/2015	
Saturday for Service	4/18/2015	
Autism speaker	4/20/2015	
Wildcat Day	5/1/2015	
Pancake Breakfast	5/5/2015	
CFB Competition		
Skyzone		
Sex jeopardy		
bus to Niagara Falls		
Teddy Bear Day	9/9/2015	
Nat'l Day of Service/Remembrance	9/11/2015	11 am - 3 pm
Utica Zoomobile	9/17/2015	11:30 AM
Run, Ribs, & Rock n' Roll	9/29/2015	12:00 PM
Hispanic Heritage Month	10/6/2015	1:00 PM
Poly goes PINK	10/20/2015	12:00 PM
Midnight Madness	10/21/2015	12:00 AM
Utica Zoomobile	10/22/2015	4:00 PM
Around the World in 90 Minutes	10/22/2015	7:00 PM
Mobile Paint Party	10/27/2015	12:30 PM
Filling Friday Service Series	11/6/2015	12:30 PM
Filling Friday Service Series	11/13/2015	12:30 PM
Filling Friday Service Series	11/20/2015	12:30 PM
Utica Zoomobile	11/19/2015	11:30 AM
Poly is Thankful Thanksgiving Meal (Sodexo)	11/23/2015	12:00 PM
Comedian	12/2/2015	9:00 PM
Utica Zoomobile	12/10/2015	11:30 AM
Pancake Breakfast (Sodexo)	12/15/2015	9:00 PM
Winter Fest	1/30/2016	1 - 5 PM
Tune In Tuesday: Tyler King	2/2/2016	
Tune In Tuesday: Damien Escobar	3/1/2016	
Celebrate Women Luncheon	4/19/2016	8 AM - 1 PM
Tune In Tuesday: Collin Hauser	4/5/2016	
Student Recognition Banquet	4/22/2016	6:00 PM
Wildcat Day	4/29/2016	Noon - 4 PM
Finals Week Pancake Breakfast	5/3/2016	9:30 - 11 PM

AHAB Programming

Event	Date	Time	Location
Opening Weekend Programing	August 29th, 2015	8:00 PM	TBD
Welcome Week Foam party	September 4th, 2014	11:30am-4pm	Campus center

Volleyball Tournament	September 5th, 2015	2-4pm	ADK Volleyball Court
Kan-Jam/Garden Frisbee	septmeber 7th, 2015	1-3pm	Campus Center Patio
Drive in movie	September 11th, 2015	8-11pm	Oriskany Lot
WildCats Care Care show	September 12th, 2015	1-4pm	SC Parking Lot
Man Hunt	September 18th, 2015	8-10pm	Donovan Hall
Snapback and Tatoos	Septmeber 26th, 2015	8-10 pm	SC Lobby
Tie Dye	october 2nd 2015	8-10pm	SC Lobby
Halloween Triva Night	October 16th 2015	9-11pm	SC Large MPR
Wheel of Fortune	October 17th, 2015	8-10pm	SC Large MRR
Slumber Party	October 23rd, 2015	9pm-1am	SC Large MPR
Life-size Game Night	October 24th	7-11pm	Field House/SC MPR
Costume Contest	October 31st 2015	5:30-7pm	CC Lobby
Human v. Zombies	November 7th 2015	7-11pm	Donovan Hall
Condom Carnival	November 12th, 2015	12-2pm	SC Lobby
Bingo	November 13th, 2015	8-10pm	SC MPR
Bj's in Pjs	November 14th, 2015	8-10pm	SC small MPR
GID Game Room	Novemeber 20th, 2015	9-11pm	SC Game Room
GID Novelty Night	November 21st, 2015	8-10pm	SC Lobby
Ornaments and Mug Making	December 4th, 2015	6-8pm	Campus Center Lobby
Secret Snowflake	December 5th, 2015	8-10pm	SC Pub
Scavenger Hunt	January 22 - 23, 2016	12-2pm/ 5:30-7pm/ 9-11pm	SC/CC Lobby
Ice Skating	January 28, 2016	8:00 PM	New Hartford Ice Rink
Tourney Day	January 29, 2016	8-10pm	Game Room

Winterfest	January 30, 2016	1pm- 5pm	Field House
Science Fair	February 5, 2016	7-9pm	SC- Lobby
Open Mic Night	February 6, 2016	8-10pm	SC - Pub
Anti-Valentine's Day	February 13, 2016	8-10pm	SC- MPR
Food Fest	February 20, 2016	8-10pm	SC - Small MPR
Game Show Night	February 26, 2016	8-10pm	SC-MPR
National Strawberry Day	February 27, 2016	8-10pm	SC
Spring Cleaning	March 18, 2016	7-9pm	SC- Lobby
Murder Mystery Party	March 19, 2016	8-10pm	SC-MPR
Easter Egg Hunt	March 24, 2016	8-10pm	SC/Donovan
Relay for Life	April 1 - 2, 2016	7am-7pm	Field House
Talent Show	April 7, 2016	8:00 PM	SC MPR
Geek Week - MYO Supervillain Capes	April 11, 2016	7:00 PM	SC Lobby
Geek Week - Movie Showing: The Incredibles	April 11, 2016	9:00 PM	SC Theatre
Geek Week - Lego Walking	April 12, 2016	12:00 PM	SC Lobby
Geek Week - Sword Building	April 12, 2016	12 - 6 PM	SC Lobby
Geek Week - Cards against Humanity	April 12, 2016	7:00 PM	SC MPR
Geek Week - TVSF Trivia Night	April 12, 2016	9:30 PM	SC MPR
Geek Week - Munchkins and Munchkin	April 13, 2016	7:00 PM	FS Dining
Geek Week - Anime Club Movie Marathon	April 13, 2016	9:30 PM	SC Theatre
Geek Week - RPG Tournament	April 14, 2016	1 - 5 PM	CC GYM
Geek Week - Board Game Night	April 14, 2016	6-11 PM	Library
Geek Week - Movie Showing: The Warriors	April 15, 2016	5:00 PM	SC Theatre
Geek Week - Gym Leader Final Battle	April 15, 2016	6:00 PM	SC Lobby
Geek Week - The Warriors event	April 15, 2016	7:00 PM	SC MPR
Geek Week- Final Battle	April 16, 2016	7:00 PM	FS Dining
Geek Week - Silent Auction	April 16, 2016	8:00 PM	SC Lobby
Carnival Day	April 23, 2016	12-4 PM	FH Gym

Appendix V. Statement from Financial Aid

Required Notice of Federal Student Financial Aid Penalties for Drug Law Violations

The Higher Education Opportunity Act requires that all colleges notify a student that "a conviction for any offense, during a period of enrollment for which the student was receiving Title IV, HEA program funds, under any federal or state law involving the possession or sale of illegal drugs will result in the loss of eligibility for any Title IV, HEA grant, loan, or work study assistance." Additional information regarding SUNY Poly's policies can be obtained from the Student Handbook (pdf). The Federal Student Aid website also provides additional guidance.

SUNY POLYTECHNIC INSTITUTE

Memo

To: Marybeth Lyons
From: Scott Flaherty
Date: December 16, 2016
Re: Student Drug Conviction Information

Marybeth,

Per your request and the request of the Alcohol & Other Drugs committee, I have compiled information related to enrolled students who reported drug convictions on the Free Application for Federal Student Aid (FAFSA).

Working with campus Information Technology Services (ITS) we constructed a report using the Argos report writer. The report looks at FAFSA data stored in our Banner student information system. The report found no students who had reported a drug conviction on their FAFSA for the 2014-2015, 2015-2016, and 2016-2017 aid years (as of December 5, 2016).

Please let me know if you have any questions or require any additional information.

Scott C. Flaherty
Senior Director, Student Financial Services

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