

University of North Dakota

ND University System Part 86 Compliance Checklist

Part 86, Drug-Free Schools and Campuses Regulations Compliance Checklist 2024

1. Does the institution maintain a copy of its drug prevention program? Yes No

If yes, where is it located?

<https://und.edu/about/student-disclosure-information/student-consumer-information.html>

The drug prevention information is listed at the “Student Consumer Information” website. The document entitled “University of North Dakota Drug-Free Schools and Campus Regulations Biennial Review” is listed under “Health and Safety” section on the website.

2. Does the institution provide *annually to each employee and each student, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following?*

a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities

Students: Yes No Staff and Faculty: Yes No

b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol

Students: Yes No Staff and Faculty: Yes No

c. A description of applicable legal sanctions under local, state, or federal law

Students: Yes No Staff and Faculty: Yes No

d. A description of applicable counseling, treatment, or rehabilitation or re-entry programs

Students: Yes No Staff and Faculty: Yes No

e. A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions

Students: Yes No Staff and Faculty: Yes No

Any comments or clarifications on items 2 a-e:

UND Alcohol and Drugs Policy:

<https://und.policystat.com/?lt=nEb9f5lPhIT42yu4MIKV8w&next=/policy/4428574/latest/>

UND Code of Student Life for Student Conduct Process:

<https://und.edu/student-life/code-of-student-life.html>

3. Are the above materials distributed to students in one of the following ways?

a. Mailed to each student (separately or included in another mailing)

Yes No

b. Through campus post offices boxes

Yes No

c. Class schedules which are mailed to each student

Yes No

d. During freshman orientation

Yes No

e. During new student orientation

Yes No

f. In another manner

Yes No

Any comments or clarifications on items 3 a-f:

Office of Community Standards sends an email to all students at the start of each semester through the campus listserv.

Additionally, all newly enrolled students are required to complete an online education training program called "Alcohol and Other Drugs" and "Sexual Violence Prevention Training for Undergraduate (or Graduate – recommended) Students" or "Alcohol and Other Drugs (Refresher)" by Vector Solutions. The online education program addresses issues focused on sex in college, healthy relationships, partying smart, sexual violence, and provides resources and links to campus policies including UND's Drug & Alcohol Policy and Sexual Misconduct Policy. All students are also required to review the UND *Code of Student Life* & Related Policy Notification document annually. This document includes our policies and procedures related to alcohol and other drugs as well as information related to Drug-Free Schools and Federal Student Financial Aid Penalties for Drug Law Violations. Students are tracked using their UND IDM. Students who fail to complete the online training have a hold placed on their student account after the required deadline until the online education is completed or a waiver is granted. Class schedules are not mailed, but can be accessed through the student Campus Connection account.

Policies are also posted on the UND website for viewing at any time.

4. Does the means of distribution provide reasonable assurance that each student receives the materials annually?

Yes No

5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution?

Yes No

6. Are the above materials distributed to staff and faculty in one of the following ways?

a. Mailed

Staff: Yes No Faculty: Yes No

b. Through campus post office boxes

Staff: Yes No Faculty: Yes No

c. During new employee orientation

Staff: Yes No Faculty: Yes No

d. In another manner (Online employee training module)

Any comments or clarifications on items 6 a-d:

6c. Human Resources uses an online program to distribute, disseminate, and track employee trainings. The Alcohol and Drug policy is covered as part of the onboarding training of new hires during their employee orientation.

6d. All employees receive an annual notification of policies, which includes the alcohol and drug policy. Employees receive email notifications to complete the review of policies and receive weekly reminder emails until they have completed. Supervisors (staff) and department chairs (faculty) are notified to follow up when employees do not complete the training.

7. Does the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually?

Staff: Yes No Faculty: Yes No

8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?

Staff: Yes No Faculty: Yes No

9. In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?

a. Conduct student alcohol and drug use survey

Yes No

b. Conduct opinion survey of its students, staff, and faculty

Students: Yes No Staff and Faculty: Yes No

c. Evaluate comments obtained from a suggestion box

Students: Yes No Staff and Faculty: Yes No

d. Conduct focus groups

Students: Yes No Staff and Faculty: Yes No

e. Conduct intercept interviews

Students: Yes No Staff and Faculty: Yes No

f. Assess effectiveness of documented mandatory drug treatment referrals for students and employees

Students: Yes No Staff and Faculty: Yes No

g. Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees

Students: Yes No Staff and Faculty: Yes No

Any comments or clarifications on items 9 a-g:

9a. UND conducts two campus assessments that include measurements of alcohol and other drug usage on a biennial basis. UND has participated in the American College Health Association National College Health Assessment (ACHA-NCHA) in every even year since 2000 with the most recent data collection being Spring 2020.

9g. Office of Student Rights and Responsibilities and University Counseling Center monitor the effectiveness of mandated substance abuse prevention programs.

10. Who is responsible for conducting the biennial reviews?

Christopher Suriano, Director of Wellness & Health Promotion

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Carolyn Broden, Assistant Director of Substance Use and Outreach

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11. If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug prevention program and the results of the biennial review?

Yes No

12. Where is the biennial review documentation located?

The biennial review can be accessed online on the UND Student Consumer Information site under "Health and Safety" tab: <http://www1.und.edu/student-disclosure-information/student-consumer-information.cfm>

A physical copy is located in Wellness & Health Promotion department office.

Wellness Center

801 Princeton St. Stop 8365

Grand Forks, ND 58202-8365

A physical copy is stored at the North Dakota University System's Director of Student Affairs office:

North Dakota University System

600 E Boulevard Ave, Dept 215

Bismarck, ND 58505-0230

13. Comments or clarifications on any above items:

N/A