
LAMAR UNIVERSITY
MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

SECTION: Student Affairs

MAPP 01.01.02

AREA: Student Health Center - Health Education

Alcohol and Other Drugs (AOD)

I. POLICY

- A. Lamar University is committed to providing safe and healthy work, teaching, and learning environments free from the effects of alcohol and other drugs. Therefore, the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, and the abuse of alcohol, is expressly prohibited.

II. PURPOSE AND SCOPE

- A. Improper and excessive use of alcohol and other drugs may interfere with the University's mission by negatively affecting the health and safety of students, faculty, and staff.
- B. The Drug-Free Schools and Communities Act and the Education Department General Administrative Regulations require Lamar University to adopt and implement programs "to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as part of any of its activities" (EDGAR Part 86, Subpart A 86.3).

III. DEFINITIONS

- A. **Annual Notification:** the practice of distributing an announcement to employees and students that describes all alcohol and other drug programs available as required by EDGAR Part 86.
- B. **Biennial Review/Biennial Report:** a document designed to report an Institution of Higher Education's efforts related to the scope and effectiveness of campus prevention programs on alcohol and other drugs to comply with federal regulations.

IV. POLICY ROLES AND RESPONSIBILITIES

- A. Lamar University's Office of Student Affairs oversees and enforces this policy:
 - 1. The Office of Student Conduct and Care Services and the Dean of Students provide data on violations of code conduct.
 - 2. The Student Health Center assimilates, organizes, and publishes the Biennial Review and reviews the Annual Notification.
 - 3. The Lamar University Police Department (LUPD) provides data concerning the enforcement of campus, state, and federal laws and violations of those laws.

- B. Human Resources provides data and assists in the distribution of the Annual Notification.

V. PROCEDURES

- A. Requirements of the Drug-Free Schools and Communities Act and the Education Department General Administrative Regulations will be met by implementing the following measures:
- a. Annual Notification must include:
 - i. Standards of conduct set forth by campus policies.
 - ii. Description of sanctions for violating federal, state, and local law and campus policy.
 - iii. Description of health risks associated with AOD use.
 - iv. Description of AOD programs available to employees and students.
 - b. Annual Notification must be distributed to all employees and students:
 - i. At the beginning of the fall and spring semesters via email campus announcement.
 - ii. To new employees that are hired between distribution dates.
 - iii. To new students enrolling outside the distribution dates.
 - c. Biennial Review publication:
 - i. With the objective of determining effectiveness of and identifying necessary changes to the program.
 - ii. Ensures the campus consistently enforces disciplinary sanctions for violating standards of conduct.
 - iii. Will include the description of the AOD program and its elements.
 - iv. Statement of program goals and a discussion of goal achievement.
 - v. Summary of AOD program strengths and weaknesses.
 - vi. Procedures for distribution of Annual Notification to students and employees.
 - vii. A list of policies distributed to students and employees.
 - viii. Recommendations for program revisions.

VI. PUBLICATION OF THE BIENNIAL REVIEW

- A. The Biennial Review document will be completed and available for review on or before October 31st of even-numbered years and made accessible to all individuals on the Lamar University Student Health Center website.
- B. A bound copy will be housed in the Health Education department within the Student Health Center. Copies will be maintained for seven years.
- C. A hard copy of the Biennial Review can be provided to the U.S. Department of Education upon request.

VII. REFERENCES

Drug-Free Schools and Communities Act of 1989
Education Department General Administrative Regulations Part 86
U.S. Department of Education, Office of Safe and Drug-Free Schools, Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention, Complying with the Drug-Free Schools

VIII. REVIEW AND RESPONSIBILITY

Responsible Parties: Vice President for Student Affairs
 Associate Vice President for Student Affairs
 Vice President for Operations and Chief Financial Officer

Review Schedule: Every two years on even-numbered years

IX. APPROVAL

Dr. Freddie Titus	10/22/2024
Vice President for Student Affairs	Date
Mark A. Robinson	11/04/2024
Vice President for Operations and Chief Financial Officer	Date
Dr. Jaime R. Taylor	11/04/2024
Lamar University President	Date

POLICY LOG

Revision Number	Date	Description of Changes
1	10/08/2024	Format – policy updated to MAPP format. (Previous versions of AOD policy were not in MAPP format.) Text - position titles updated to reflect University reorganization in 2023 and 2024.
	11/04/2024	Version approved by President.