

Alcohol, Tobacco and Other Drug Use Policy

Overview

C-SC is committed to fostering an environment which encourages good citizenship and a corresponding respect for federal, state and local laws as well as for institutional regulations. C-SC expects faculty, staff and students to meet appropriate standards of performance, to observe basic rules of good conduct, and to comply with C-SC policies and procedures. This policy shall be communicated to faculty/staff members and students annually through inclusion in the faculty, staff and student handbooks, respectively.

C-SC supports and complies with the provisions of the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). In the discharge of its responsibilities as an employer and institution of higher education, C-SC aggressively promotes and requires a drug-free workplace among its faculty, staff and students. Unlawful possession, use and/or distribution of drugs and alcohol on campus or as part of C-SC activities is strictly prohibited.

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, all C-SC employees and students must, as a condition of employment and/or enrollment, (i) abide by C-SC's policy on controlled substances and (ii) inform C-SC within five (5) days after any conviction of a drug or alcohol statute. Each employee or student convicted of felony and/or misdemeanor drug violations of a criminal drug statute will be subject to strong disciplinary action up to and including termination of employment and/or enrollment. Likewise, the College retains the right to make referrals for prosecution by the proper authorities in instances where violations of local, state or federal standards of conduct have occurred.

Anyone desiring information about drug and alcohol counseling, treatment or rehabilitation programs that are available to students and employees should contact the Director of Counseling and Wellness.

Student's Responsibilities

C-SC seeks to foster an atmosphere which not only affords those of legal age the privilege of choice regarding alcohol use but also respects and supports any individual's choice to abstain from alcohol. This policy places major responsibility on students of legal age. The responsible student, regardless of age, will:

- Make an informed decision about whether or not to consume alcohol;
- Know, understand, and conform to federal, state, and local laws and adhere to C-SC regulations on alcohol use;
- Assume accountability for one's behavior (and those of guests) and accept the consequences of all actions;
- Be prepared, whenever choosing to consume alcohol, to provide his/her C-SC student ID and proof of age if requested to do so by staff;
- Not make alcohol the main focus in his/her activities, for consuming alcohol to get intoxicated is not responsible use;
- Not pressure other students to consume alcohol, whether directly or indirectly;
- Not pressure other students to engage in sexual activity when either or both of them have been consuming alcohol;
- Not behave in a way that is disruptive or otherwise harmful to self or others, including times when this behavior is related to alcohol consumption;
- Show care and concern for students whose use of alcohol may be harmful
 - to themselves or the community and refer to Residence Life, Student Life, Counseling Services, any faculty or staff member for additional assistance.

Education

C-SC, as an educational institution, includes alcohol education in both its curricular and co-curricular offerings. All incoming first-year students must complete an alcohol education program prior to or during the completion of their first semester at C-SC. Those students of legal age who do not complete the alcohol education program will be considered in violation of the campus alcohol policy if found with alcohol, regardless of their age.

Assistance

C-SC recognizes substance abuse and/or chemical dependency as an illness that can be treated. C-SC will provide any student having a problem with alcohol or other drugs the same careful consideration and offer of treatment that is extended to students with any other illnesses. A student is considered to have an alcohol or drug abuse problem when the student's behavior, academic performance, and/or personal health are at risk. Students who seek counseling or treatment for an alcohol or other drug use problem will not be subject to disciplinary action because of said counseling or treatment. Further, no record of such treatment or counseling will be used in any way to place the student in jeopardy at a future time; counseling records are the property of the Director of Counseling and Wellness and are not part of students' C-SC education records. Students may be provided substance abuse treatment at the College depending on the necessary level of care determined during an assessment and will be referred to outside agencies if necessary.

Students should seek assistance when there is an alcohol or drug-related medical emergency. Should a student, employee, or visitor need to be administered naloxone (Narcan) to reverse the effects of an opioid overdose, please contact the RA on duty and Campus Safety. To encourage such action, disciplinary action may not be taken if campus staff or local emergency services are contacted for assistance. Culver-Stockton College's medical amnesty policy may apply to students who require naloxone to be administered and to those seeking medical assistance for someone suffering from an opioid overdose. Campus Safety will notify the Director of Residence Life & Conduct of all known naloxone administrations to ensure appropriate prevention and intervention efforts, however.

- Prevention efforts could include education about opioid overdose and treatment incorporated into existing drug and alcohol prevention programs held during Wildcat Welcome and other college-wide and Residence Life programs.
- Intervention efforts could include a referral to the Director of Counseling and Wellness, who may then refer the student for a substance use evaluation either through Uwill or through a local community provider.

Medical Amnesty

Students should seek professional medical help when there is an alcohol or drug-related medical emergency. To encourage such action, disciplinary action may not be taken if campus staff or local emergency services are contacted for assistance. Medical amnesty applies to the person in need of medical assistance and to those who seek the medical assistance. Amnesty may be granted only after the persons involved meet with the Director of Residence Life & Conduct or her/his designee to discuss the incident. Other consequences – education, treatment, parental notification – may be required. Failure to complete educational assignments or treatment recommendations will result in disciplinary action. Medical amnesty applies to the alcohol or drug policy violation; however, the student(s) will be held responsible for any other policy violations (i.e., vandalism or violence). In addition to the student(s) involved with the event, the student organization responsible for hosting the event could be held responsible for other policy violations including but not limited to hazing, property damage, sexual harassment/abuse, alcohol and/or drug distribution, assault, and/or other crimes. Any students who are involved in an emergency or are witnessing an emergency should always call 9-1-1. Medical amnesty will not be granted in situations that do not involve medical assistance, and the Vice President for Student Experience reserves the right to deny amnesty requests from students who continually abuse alcohol or drugs. If the individual who calls for help is doing so on behalf of a student organization that hosted the precipitating event, this act of seeking medical help will serve as a mitigating factor in determining outcomes for the organization.

Permissible Possession and/or Consumption of Alcohol

C-SC students who are at least twenty-one (21) years of age may consume alcoholic beverages in residential facilities within the following guidelines:

1. Alcohol use may take place in the privacy of a residence hall room with the door closed;
2. Alcohol use may take place with others of legal age only and in groups that comply with the room/suite capacity requirements (drinking in a suite lounge is only acceptable if everyone present in that suite lounge is 21 years old or older);
3. No minors may be present;
4. Alcohol use may not take place in a first-year residence hall, sorority chapter house, or any other restricted housing area prohibiting the use of alcohol, even if the student is of legal drinking age;
5. Alcohol may not take place in public areas, unless they have been approved through the campus event regulations (i.e. Homecoming tailgating).
6. Alcohol 15% and under is permissible when in its original container (bottles or cans). Common source containers (e.g. kegs, beer balls, etc.) are not permitted.
7. Containers/packages must be closed when being transported into buildings; and
8. Behavior must be respectful, civil, consistent with C-SC policies, and generally above reproach.

When choices or behavior stray beyond the boundaries described above, students will be found in violation of the alcohol policy and subject to disciplinary action based on the Student Code of Conduct. Examples of policy violations include, but are not limited to, possession or consumption of hard liquor (above 15% ABV), kegs or other common sources of alcohol, possession or consumption in public areas (balconies, hallways, lounges, patios, etc.), drinking games, and distribution or sale to minors. Alcohol paraphernalia associated with drinking games is also not allowed, such as bongos, beer pong tables, or other devices to consume alcohol quickly as they promote "binge drinking," which goes against the alcohol responsibility talked about earlier in this document. Also, students should be aware that if you are underage, "empties" or empty containers of alcohol will be removed from a student's room and will result in a conduct meeting, even if claiming to use them as decoration.

All students in a room in which alcohol and underage students are present will be subject to disciplinary action, and the resident(s) of a room in which a violation occurs will be assumed to have principal responsibility. The question of "who" is consuming alcohol is irrelevant in such cases. To comply with safety guidelines and deter reckless behavior, C-SC mandates that maximum space capacity is double the occupancy plus 1–five (5) in a standard double, seven (7) in a triple room, etc. This guideline is to be followed whether or not alcoholic beverages are being consumed.

Students are responsible for themselves and their guests at all times. The use of alcoholic beverages shall not impinge upon the freedom and rights of roommates, neighbors, and/or other students. Disruptive, destructive, or illegal behavior related to the consumption of alcoholic beverages is subject to C-SC disciplinary action and/or civil enforcement.

Events Allowing Alcohol

A specific policy exists to guide student organizations, administrative entities, and community sponsors of events involving alcohol on or off campus. Interested parties should review the policy below and submit the Special Events Using Alcohol Agreement Form in Wildcats Connect at least 10 days in advance of the event.

Students wishing to consume alcohol while traveling regionally, nationally or overseas on C-SC business should familiarize themselves with the Culver-Stockton College Travel Policy. Email academicdean@culver.edu for a copy of the policy.

Policy Enforcement and Consequences

Choices or behavior that conflict with the C-SC alcohol policy will be confronted and documented by Campus Safety and/or Student Life staff for follow-up by the Director of Residence Life & Conduct or

her/his designee. For further information regarding the administrative hearing process and possible sanctions, students should refer to the Code of Conduct located in the student handbook, also available online at <https://culver.edu/campus-life/student-handbook/>.

Special Events Alcohol Policy

All individuals are obligated to observe every rule, ordinance, and law of the State of Missouri or the state in which the event is held, the City of Canton, and Culver-Stockton College regarding alcoholic beverages. The following laws are especially important:

- It is unlawful to possess, consume or transport any alcoholic beverages if under twenty-one (21) years of age.
- It is unlawful for a person, after purchasing or otherwise obtaining alcoholic beverages, to sell, give or deliver it to another person under the age of twenty-one (21).
- It is unlawful for any person to misrepresent his or her age for the purpose of buying, accepting or receiving alcoholic beverages from a licensee.

Events with Alcohol – ON-CAMPUS

1. All events involving alcohol must be registered in Wildcats Connect. To request permission to serve alcohol at an event, please submit the Special Events Using Alcohol Agreement Form in Wildcats Connect no less than 10 days in advance of the event.
2. The organization faculty, staff, or alumni advisor must approve the event.
3. Events taking place on Fridays and /or Saturdays, as well as on the eve of an approved C-SC vacation day in which the residence halls/houses are open, but classes are not in session, may not begin before 1 pm and must end by 1 am. No event shall last longer than a total of six (6) hours.
4. Events taking place on Sundays, Mondays, Tuesdays, Wednesdays, and/or Thursdays may not begin before 1 pm and must end by 10 pm. These events may not last longer than three (3) hours.
5. On-campus events involving alcohol shall only be held in approved spaces (see section 23.3).
6. Bottled water and food must be readily available.
7. No "open bar" events are allowed.
8. No alcoholic beverages shall leave the event location.
9. At least one (1) hour prior to the event ending time, alcohol will no longer be served. Event sponsors are expected to dispose of all remaining alcohol at the conclusion of the event with the support of Campus Safety.
10. Only one (1) drink may be served to an individual at a time; if there is a licensed bartender present, the individual must pay for the beverage him/herself.
11. No member or guest shall permit, tolerate, encourage, or participate in "drinking games."
12. The purchase and/or use of a bulk quantity of alcoholic beverages such as kegs, party balls, punch bowls, trash/garbage containers, bulk juice containers, or any other large commercial alcohol container is prohibited.
13. Anyone dispensing alcohol may not consume any alcoholic beverages during his/her designated serving time and may not serve alcoholic beverages to someone who, in his/her judgment, is intoxicated.
14. Alcoholic beverages MAY NOT BE PURCHASED through the organization's treasury or C-SC or grant funds. No organization may co-sponsor or co-finance an event where alcohol is purchased by any of the host groups or organizations.
15. No organization or department may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol).
16. Any organization sponsoring, co-sponsoring or participating in an event will be held equally liable for regulating the event.

17. NO OPEN PARTIES – Admission to any event shall be ONLY by guest list at the door. This list MUST be submitted to Student Life at least 48 hours in advance, and anyone who is not on the list shall be prohibited.
18. The maximum number in attendance at any event cannot exceed the maximum occupancy of the designated space. Any person invited to the event must be supplied on an accompanying list with the event registration form.
19. All members and guests in attendance must be at least eighteen (18) years of age unless escorted by a parent or guardian.
20. The organization(s) must designate at least one non-drinking individual for every fifteen event attendees who are at least twenty-one (21) and will serve as risk managers for the event. Their responsibility is to ensure all persons entering the function are on the guest list and registered to attend, to ensure each person has provided legal identification, and to ensure all C-SC regulations are met. These members shall also serve (if needed) as representatives to law enforcement and/or emergency officials, C-SC representatives, and/or the third-party vendor.
21. All organizations are expected to adhere to common standards of decency and non-discrimination. Members of organizations should be aware that their events are representative of their organization. Event themes should be respectful and sensitive to ethnicity, race, religion, ability, gender, and sexual orientation.
22. No special mention, pictorial or otherwise, of the fact that alcohol will be present at the event should be made when advertising the events. Themes cannot have any reference to alcohol or infer alcohol will be present at the event.
23. All promotional material (including advertising, posters, flyers, favors and T-shirts) should be sensitive in nature regarding the aforementioned areas of theme sensitivity. All events involving alcohol must utilize an approved third-party vendor for alcohol distribution or abide by the College's BYOB (Bring Your Own Beverage) policy. Events can only fall under one policy. Events cannot utilize third-party vendors AND permit BYOB consumption. No hard liquor may be served, consumed, or be present on campus or at an organization-sponsored event.
 1. BYOB (Bring Your Own Beverage) Guiding Policies:
 - a) An approved ID-checker must be at the entrance of the event.
 - b) There should only be one entrance and exit for the event (excluding emergency exits).
 - c) Event officials should deny entry to any attendee who appears to be intoxicated. Similarly, officials should remove any attendee who has become intoxicated or whose behavior poses a safety concern.
 - d) No generic cups are permitted at BYOB events. All beverages must be in unopened aluminum cans or plastic bottles. The only beverage a sponsoring organization/department can provide attendees is an unopened, clear, plastic water bottle. Organizations/departments cannot offer soft drinks at BYOB events.
 - e) Attendees over the age of 21 are only permitted to bring:
 1. No more than six (6) beers, hard seltzers, ciders, flavored malt beverages, or ready-to-consume cocktails that are in commercially packaged, factory-sealed containers fit for one person's consumption (no more than 16 fluid ounces).
 2. No more than six (6) 187 mL wine containers that are in commercially packaged, factory-sealed containers fit for one person's consumption.
 3. No alcohol above 15% ABV is permitted.
 - f) It is the event sponsors' responsibility to use a Sharpie to write the attendees' last name (verified by their ID) on each container.
 - g) If approved for a BYOB event, the Director of Student Engagement will provide the sponsoring organization/department with unique wristbands. Any (21+) event attendee bringing their own (under 15% ABV) alcoholic beverage must have a wristband tightly placed on their right arm.

1. The Director of Student Engagement will collect leftover wristbands the next business day.
- h) Only attendees with a wristband will be permitted to consume alcohol. Sober monitors, organization/departmental leadership, Campus Safety, and/or organization advisors are expected to enforce this policy.
 1. If an attendee without a wristband is seen consuming alcohol, the above-listed responsible parties should dismiss the attendee from the event, have them pour out their container immediately, and complete a report detailing the incident to the Director of Residence Life & Conduct.
 - i. To summarize the above policies, alcohol may only be consumed by attendees who present a valid government ID showing they are at least 21 years of age, possess a valid event wristband on their right wrist, and bring their own beverages.
 - i) Alcoholic beverages may not be transferred, shared, furnished by, or consumed by any other attendees. Attendees can only consume the alcohol they checked in with event monitors upon entry.
 - j) Drinking games remain prohibited.
 - k) Event sponsors are required to submit a post-event report within 4 hours of the event's conclusion to the Director of Student Engagement and Director of Residence Life & Conduct.

To further clarify expectations for registered student organizations, the following policies and guidelines are in place:

1. If an event is taking place in a residence hall (including fraternity houses), NO access to private bedrooms or bathrooms by non-residents is permitted between the event start time and conclusion. Is a registered resident Organizations are expected to work with Campus Safety and the Office of Student Engagement to ensure proper emergency exit access while restricting access to residential areas.
 - a) Organizations are permitted to utilize outdoor areas of their facilities as long as there remains one entry (check-in) and exit (check-out) point during the event (excluding emergencies).
 - b) Organizations found to be violating this policy will automatically lose their ability to host events with alcohol for the next six (6) months.
2. Multi-group events should not include more than three (3) other student organizations unless the event is primarily sponsored by the Office of Student Engagement, Student Government Association (SGA), or the Collegiate Programming Council (CPC).
3. If an event is not taking place in an organization's primary residence (fraternity residence halls only), the organization must work with the Director of Student Engagement to obtain approval from the appropriate College administrator/staff member (for example, the Director of Dining Experience should approve events occurring in the Cat's Pause, The Caf, and The Lab facilities).
4. To further clarify the expectations surrounding sober monitors. Organizations should have one sober monitor for every fifteen (15) guests.
 - a) Monitors are expected to be completely sober (should not have consumed alcohol within eight (8) hours of the event).
 - b) All Monitors must be trained through an approved program by the Director of Student Engagement.
 - c) Monitors are expected to have a method of communicating with each other and have Campus Safety's phone numbers programmed in their phones.
 - d) Monitors are expected to be comfortable with confrontation.
 - e) Monitors must maintain their complete sobriety through the event.
 - f) Monitors are expected to maintain their designated post throughout the event unless the event coordinator/manager has found adequate (another approved sober monitor) coverage.

- g) When a Monitor fails to meet their obligations, they could be subject to disciplinary action from the College.
5. Organizations should expect random walk-throughs of events by Campus Safety, Division of Student Experience Staff, governing council members, and/or other designees by the Vice President for Student Experience.

Exceptions to the above rules may happen but need approval by the Vice President for Student Experience and the Director of Campus Safety.

Student Organization-Sponsored Events – OFF CAMPUS

In addition to the expectations listed above, the following guidelines must be met for hosting an event involving alcohol off-campus.*The College's BYOB (Bring Your Own Beverage) policy does not apply to off-campus events. Organizations and sponsoring departments must use a third-party vendor.

1. Events involving alcohol held off-campus shall only be hosted at approved businesses or rental facilities appropriate for hosting public events with alcohol present. All areas shall be enclosed. No events will be held on any property that is privately rented or privately owned by a C-SC student.
2. Each sponsoring organization must designate a form of safe transportation to and from the event. Any student organization whose organizational insurance policy dictates they cannot supply designated drivers must abide by their insurance policy, but buses and shuttle companies are highly encouraged as safe transportation.
3. Transportation must go directly from a campus site to the event site and vice versa. No property other than Culver-Stockton College's campus and the event facility may be utilized as a pick-up or drop-off point.
4. A faculty, staff, or alumni advisor is encouraged to visit the event but should not need to stay for its entirety. Contact information should also be shared in case of emergency.

Guidance for C-SC or Community Sponsored Events Involving Alcohol – ON CAMPUS

All expectations above are to be adhered to.

1. All events involving alcohol must be registered through the Student Engagement event registration form at least ten (10) days prior to the function.
2. Events involving alcohol shall only be held in approved spaces. Outdoor events may be held in a tented area with fencing or walls to create a single point of entry. No alcoholic beverages shall leave the event location.
3. Non-alcoholic beverages and food must be readily available.
4. No "open bar" events are allowed.
5. Common source alcohol containers, such as kegs, are prohibited.
6. Anyone dispensing alcohol may not consume any alcoholic beverages while serving and may not serve alcoholic beverages to someone who, in his/her judgment, is intoxicated.
7. All members and guests in attendance must be at least eighteen (18) years of age unless escorted by a parent or guardian.
8. A single point of contact must be identified for on-site communication with C-SC staff and/or emergency officials.

Exceptions to the above rules may happen but need approval by Vice President for Student Experience and the Director of Campus Safety.

Drug Policy (Other Than Alcohol)

Culver-Stockton College is a drug-free campus. The possession, sale and/or consumption of controlled substances are expressly forbidden anywhere on campus. In addition, a student will be held responsible for the possession of drug paraphernalia found in his/her room, or use of drugs or drug paraphernalia in

his/her room, whether or not the student is present at the time the violation is committed. These policies also extend to disruptive behavior resulting from the use of drugs. The local police will be contacted for all drug violations. Concerns or questions involving drugs should be directed to the Student Life Office ext. 6334 or to the Campus Safety Office ext. 6300.

Marijuana Policy

Federal law prohibits the use of marijuana on college campuses. Thus marijuana use, even for medical situations as allowed by Missouri state law, is not allowed or authorized. Students are not allowed to possess, use, or distribute marijuana at Culver-Stockton even if they might have a medical card authorizing them to do so. Students who violate this policy are in violation of the Code of Conduct and are subject to sanctions listed in the Code of Conduct policies.

Hazing Policy

Culver-Stockton College (C-SC) is committed to providing a safe, respectful, and inclusive environment for all students. Although often associated with fraternities and sororities, the Culver-Stockton College anti-hazing policy applies to all college organizations and groups, regardless of whether the organization is established or officially recognized by C-SC. In alignment with federal and state laws, including the Stop Campus Hazing Act and Missouri's anti-hazing statutes, this policy and law prohibits and applies to any form of hazing in connection with student organizations, athletics, clubs, intramural teams, band, staff, employees, alumni, all fine arts groups, any campus-affiliated group or activity on or off campus. The College is committed to the rights and welfare of its individual students; therefore, students who violate the anti-hazing policy are subject to the maximum penalty of expulsion from the college.

For more information, see the complete hazing policy located in the student handbook, available online at <https://culver.edu/campus-life/student-handbook/>.

Tobacco Policy

Tobacco-Free Environment

1. **Definition.** The College bans the use of all tobacco products in all student residence halls (including Greek houses). The possession and use of electronic cigarettes and vaping products in all student residence halls (including Greek houses) is strictly prohibited. The use of all tobacco products, electronic cigarettes, or vaping products in nonresidential buildings, spectator seating in outdoor athletic facilities, and college-owned vehicles is also prohibited.
2. **Scope.** This policy applies to all students, staff, faculty, visitors, vendors, and guests equally. Signs noting college policy will be displayed in all buildings. The College also will place containers at all entrances to buildings and other structures so that tobacco-product users can discard those products before entering any building. Tobacco users should refrain from standing next to entrances and windows when smoking.
3. **Education.** The College's counseling and wellness office will have the responsibility of providing the college community with educational information regarding the use of tobacco products.
4. **Sale of Tobacco Products and electronic cigarettes on campus is prohibited.**

Penalties

For employees, the determination and administration of penalties due to any violation of the tobacco policy will be at the discretion of the supervisor and will be administered like any other deficiency of work expectations. Students are subject to the guidelines presented in this student code of conduct.