The Drug Free Schools and Campuses Act (EDGAR 86)
Biennial Review Academic Years 2014-15 and 2015-16

Where prior versions of Butler University’s biennial review have covered calendar years, this review covers academic years (August 1 through July 31) for 2014-15 and 2015-16. This is the preferred approach of the US Department of Education. Consequently, there will be some overlap in reporting from the prior biennial review covering calendar years 2013 and 2014 with fall semester 2014 data also included in this report.

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Overview
Throughout this biennium, the goals of Butler University’s Division of Student Affairs alcohol and drug prevention and education efforts have been to:

- Educate students about the effects of alcohol and drugs and the potential harmful outcomes of use, misuse, and abuse of such substances.
- Inform students of policies and laws associated with alcohol and illegal substance use and abuse.
- Provide support services for those who need assistance.
- Formulate decisions and allocate institutional resources based on localized data, content knowledge and best practices in the AOD field as it pertains to the collegiate environment.

Although aspects of our student directed alcohol and drug programs are focused in several functional units to include Health Education and Outreach Programs, Residence Life, and the student conduct program, many entities contribute to our educational and enforcement efforts. Support services are available through Health Services, Counseling and Consultation Services, and the Department of Recreation to offer personalized assistance to make healthy lifestyle choices. Education and enforcement efforts are coordinated with the Butler University Public Safety. Additionally, many academic areas contribute to knowledge acquisition and awareness in these areas particularly the College of Pharmacy and Health Science and the College of Education.
Highlights of 2014-15 and 2015-16

Campus conversations at Butler University have explored a more inclusive approach to wellness where most broad educational efforts in the past were directed toward students. To truly affect the climate for students we must address the wellbeing of all members of our community including employees. In 2015-16 the University added a Vice President for Human Resources, Diversity and Wellness, Dr. James Gallaher, who will facilitate a more comprehensive approach to health topics.

In 2014 Butler joined the JED Foundation which is a non-profit working to enhance campus mental health and well-being specifically focused on reducing suicide and substance misuse. Under the leadership of Counseling and Consultation Services (CCS) a broad-based Mental Health Advisory Committee (MHAC) was formed and a strategic plan has been developed. JED leaders have provided feedback and guidance to the Committee. The MHAC meets three times a year.

Counseling & Consultation Services (CCS) assumed responsibility for offering an Alcohol and Other Drug Seminar in July 2015. In the past this class and individual assessment services were contracted with an affiliated yet external AOD provider. Students with alcohol and drug conduct offenses are directed to the three-hour AOD course. This new on-campus arrangement provides additional convenience and flexibility and also introduces students to campus support resources. Dr. Shana Markle has become our designated point person for the class, assessments and referrals. Dr. Markle has connected with community resources and led conversations with campus and community partners around the development of a campus recovery network.

Butler Police (BUPD) have been responding consistently to underage alcohol consumption over this period by issuing a summons arrest except in situations that involve mental health, sexual assault and other areas covered by the Indiana Lifeline Law. This consistency has added an additional real-world layer of response to those who choose to consume or provide to minors. In cooperation with the Marion County Prosecutor, BUPD has offered an on-campus diversion program each semester to those who receive a summons. Except in extenuating circumstances, most Butler students are offered the diversion program that keeps them out of the court system if they participate and meet expectations over 12 months. Marijuana use has trended upward; it is addressed by the University Police similarly but it can be more difficult to address. Police must have probable cause to search and sufficient evidence to file charges and often evidence is absent or inadequate. The standard protocol in residence halls is to contact police if pot is suspected usually due to smell. All reported cases are addressed in student conduct to ensure conversations are occurring about marijuana use. Student conduct action for controlled substance offenses include referral to the AOD class, mandated assessments and required compliance with assessment recommendations.

After using the online course MyStudentBody for three years, Butler transitioned to Think About It in August of 2015. This pre-arrival online course covers alcohol, drugs, sexual violence and bystander intervention. It was chosen based on student feedback that it was highly interactive and engaging. Our compliance rates for entering students exceed 90% as the academic year begins. Follow up with those who are non-compliant boosts that number over 94%. Think About It offers a 90 day refresher course as a booster for first years.

Concern about an increase in opioids in the region led Butler Police and Health Services to collaborate on providing access to and training with naloxone (Narcan) to combat overdoses.
Strengths

- Incorporating alcohol/drug misuse into the Community of C.A.R.E. philosophy of expecting students to make healthy decisions, recognizing when they or others are not and intervening when people need assistance.
- The commitment to peer-to-peer delivery of alcohol and drug information utilizing highly-trained students.
- Student involvement in realistically portraying campus culture and supporting those who choose not to engage in alcohol/drug use. Students provide perspectives on the development of programs and students are involved in delivering the information and facilitating conversations. This has included the redevelopment of the video used in the Red Cup Culture program.
- Consistent enforcement of University policies and Indiana state laws.

Opportunities

- There has been interest and conversation about developing a more comprehensive approach to alcohol and drug education and prevention. Most of the effort has been directed toward students. A broader approach involving additional campus and community partners would increase our ability to strategically address and effect these behaviors. A broader contingent of participants could analyze the data we have available in light of evidence-based prevention/education strategies and determine how best to utilize available resources.
- The University’s alcohol policy is well-defined as it relates to students, campus housing, and student organizations. An assessment of our policy as it pertains to non-student events involving alcohol may be in order and could be incorporated into the comprehensive approach noted above.
- We consistently message campus about alcohol and drug policies and expectation in the fall, we need to be consistent when we welcome new students in January and in an ongoing way when employees join the institution.
- The University smoking/tobacco policy needs to be revisited. Specifically, we need to address the new technology of vaping as it is used to deliver controlled substances in addition to tobacco.
- It is recommended that an ongoing work group be established to become familiar with best practices and strategies, to collect and analyze campus data, and to employ comprehensive and coordinated efforts toward the reduction of alcohol and controlled substances misuse.

Policies

Student alcohol and drug policies are reviewed and updated annually in preparation for inclusion in the student handbook that is published by August opening each academic year. This publication contains all University guidelines, policies and campus resources and is provided online for easy access at https://www.butler.edu/student-handbook (Addendum A - selected sections). Butler students are made aware of the handbook in several ways:

- All students receive a targeted e-mail message at the onset of fall semester classes. Entering students in January receive the same. This links to the student conduct and student handbook web sites. (Addendum B)
• Two other similar handbook messages are sent to the entire Butler community on the first day of classes and a week later using our daily e-mail announcement (BU Connection) (Addendum C).
• The Financial Aid Office sends a targeted all-campus announcement via e-mail to all students drawing specific attention to the alcohol and drug information contained in the handbook (Addendum D).
• New students are introduced to alcohol and drug policies by staff during residence hall unit and commuter meetings held prior to the beginning of classes.
• Athletes are informed of policies and NCAA regulations through targeted meetings and programs.
• Over the past two years, all students have received “Community of Care” messages via e-mail and Facebook posts. At the beginning of the year the focus is on making good decisions and looking out for one another. Around homecoming the emphasis is on responsible decision-making. Going into spring break we remind students of same along with safety tips for travelling.

The Indiana Lifeline Law was expanded in July 2014 and added drug over dose and sexual violence to the list of situations where the law would apply. Also in July 2014 Indiana’s Social Host law went into effect. It states that those who provide a place for minors to consume alcohol risk a misdemeanor charge and possible criminal/civil liability.

The University’s Alcohol Policy added a lifeline component in fall of 2015 to encourage students to seek immediate medical attention when someone’s well-being is in jeopardy. It states that people who seek assistance for another will generally not be held responsible for conduct code violations. The Civil Rights Equity Grievance Policy has similar language saying those that report sexual violence will not be held responsible for alcohol/drug violations.

Policy Enforcement

Primary enforcement of the University’s alcohol and controlled substances policies is done by residence life staff, and administrative staff in the office of the vice president for student affairs (VPISA). Student resident assistants (RAs) generate incident reports when they encounter violations. Residence Life Coordinators (RLCs), hold administrative hearings for students whose violations occur within the residence facilities. The Director of Residence Life meets with students for repeated residence hall alcohol violations and is involved immediately when controlled substances are involved. The Associate Director of Student Affairs hears low-level cases that occur external to the residential facilities and conducts all formal administrative reviews where suspension/ permanent dismissal are possible sanctions.

Additionally, University police reports feed into the student conduct system and provide information to RLCs or to other student conduct officers who hear drug cases, repeated alcohol violations, and all alcohol violations that result in a student hospitalization or arrest. University police officers respond to alcohol and drug incidents according to their established protocols. The Dean of Student Services has access to the automated police case management system (ARMS) to access University police incident reports.
Student Conduct Sanctions

To encourage a consistent response to policy violations by all student conduct officers, a conduct sanction guideline has been utilized since 2010. This guide is for internal use and delineates possible responses to first and subsequent violations of university policies, to include alcohol and drug violations. It is reviewed annually to reflect changes in law and/or policies. Conduct officers consider the circumstances of the violation along with an individual student’s conduct history and the student’s response to the allegation in their deliberation about sanctions.

A typical first response for an alcohol violation would be for the student to complete an alcohol education activity and write a reflection paper. Several writing prompts have been developed to assist students in filling gaps of knowledge and/or to evaluate their values and goals in light of any continued issues with alcohol misuse. Subsequent violations increase in intensity and severity of sanctions to include a mandated alcohol/drug assessment and suspension/permanent dismissal from the University.

Targeted student conduct sanctions address those students with demonstrated problem behaviors associated with alcohol/drug use or suspected dependencies.

- The Alcohol and Other Drug Education Seminar is offered three times per semester. For the past two years, this three-hour seminar has been provided by Butler's Counseling and Consultation Services (CCS) led by Shana Markle, PhD, HSPP. Students are charged $100 for the service. Participants provide pre-and post-seminar data regarding their readiness and desire to change as well as report what they have learned from the seminar. They are asked to provide written feedback to the seminar instructor, which has been consistently very positive. Data collection for the AOD seminar began with the 2015-2016 academic year. This information includes six different seminar administrations with a total number of 50 participants. Students were given a 15 question pre- and post-test covering information about alcohol and marijuana. The average pre-test score was 7.46 out of 15. The average post-test score was 14.23, which indicates students recalled the seminar content. In addition, participants were asked at the beginning of the seminar (and again at the end of the seminar) to indicate for both alcohol and marijuana separately 1) the importance of changing their use, 2) their confidence in changing their use, and 3) their motivation for changing their use. They were provided a 10 point scale to rate their answers with 0 “not at all” and 10 as “very”. Regarding alcohol, students reported .75 improvement in importance to change and increase of .28 for motivation to change. The students confidence that they could change decreased very slightly by -.02. A similar pattern was noted for marijuana. Students averaged an increase of .55 for the importance to change and an average increase of .64 for motivation to change. Again, there was a small decrease in confidence of change -.07. This indicates that over the course of the three-hour seminar that students are learning information that influences how they are thinking of their substance use. Although the decrease was minimal, the decrease in confidence that they can change seems to support that what the students are learning from the seminar may result in them questioning how much they are in control of their use or misuse.

- Although not formally measured, it has been apparent that students in the Lacy School of Business are over-represented in the mandated AOD seminar. Another observation is that the majority of the students described events that resulted in their referral were the exception to their normal behaviors and have expressed a strong desire to keep from any future problems. Addendum E contains qualitative data from the 2015-16 participants. Over
the course of the year questions on the pre-test have been intentionally modified to update the didactic portion of the seminar. In addition, more time is afforded at the end of the seminar to discuss reasons to change or not change and how change can look.

- The Community Restoration Project (CRP) was instituted in fall 2012 for those who would benefit from assessing how their choices may impact others in their community. Those with second alcohol offenses are referred to this three-hour weekend campus/ neighborhood clean-up that is facilitated by a member of our Challenge Education staff. The program is weather contingent which can delay participation for several weeks. The project leader spends time with each participant to process why the student was referred and how their choices impact others. A charge of $25 is levied to cover program costs and reflective writing is required of each participant.

- Since the fall of 2009, students involved in problematic behaviors (often involving drugs and alcohol) have been directed to “Take the Challenge.” This three-hour experiential learning program is led by the Challenge Education staff in our Department of Recreation. Student participants are levied a $25 fee to assist in covering the cost of the program. The curriculum explores with 6-10 students the concepts of self-awareness, self-control, and self-actualization. Participants complete the experience with reflective writing. An evaluation is conducted three weeks after the event. Without exception participants cite this as a pivotal learning experience that helps them redirect future behavioral choices. The student conduct recidivism rate for these students is negligible.

- A mandated assessment process has been established with CCS staff. Students exhibiting problematic behaviors as a result of substance use/misuse are referred to CCS for assessment. Students sign a release of information to allow counselors permission to provide the referring conduct officer feedback and recommendations. The Office of the Vice President for Student Affairs coordinates these referrals with CCS staff who complete the assessment and determine the best course of action. If the student is determined to need further treatment, Dr. Markle will make a recommendation to the student and the conduct officer that services are necessary and the most appropriate setting for the services (community provider or CCS). Student conduct sanctions are based on the recommendations that emerge from this assessment. Students may seek an assessment from a qualified off campus provider but convenience and cost make the on-campus option the choice for most mandated students. Students pay $100 for the required assessment and if the student is appropriate for CCS services and voluntarily agrees to participate in the services, no further charges will be incurred at CCS. If the student is determined to be a better candidate for therapy in the community (which may be due to the severity of the problem or a lack of insight or willingness to seek therapy) the student will be responsible for the cost of those services.

- The Dean of Student Services informs parents/guardians via letter when students violate alcohol and controlled substances policies. For students under 21, parents generally receive notification on a second alcohol violation and then any subsequent alcohol offenses. Parents/guardians are notified on a first and subsequent drug offense. The Dean also informs coaches when student athletes are alleged to have violated alcohol/drug policies. The College of Pharmacy and Health Sciences associate dean is notified when COPHS students are found responsible for alcohol/drug policy violations. COPHS students have a professional code of conduct that applies and additional processes and sanctions may applied after review by the college.
Student Conduct Cases

The chart below indicates total cases and then breakdowns into categories. Historically, the number of total cases for the biennium falls within an expected range. The percentage of cases involving alcohol falls in the low 60 percent range. Marijuana cases have inched up but are negligible to the total number of cases. The change in legalization in many U.S. states has contributed to confusion about the safety and acceptability of using this substance. It is not unusual to hear students articulate that pot is safer to use than alcohol.

<table>
<thead>
<tr>
<th>Conduct Cases</th>
<th>Fall '14</th>
<th>Sp '15</th>
<th>Total 2014-15</th>
<th>Fall '15</th>
<th>Sp '16</th>
<th>Total 2015-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Conduct Cases</td>
<td>288</td>
<td>136</td>
<td>424</td>
<td>295</td>
<td>193</td>
<td>488</td>
</tr>
<tr>
<td>Involving Alcohol</td>
<td>186</td>
<td>80</td>
<td>266 (63%)</td>
<td>190</td>
<td>105</td>
<td>295 (60%)</td>
</tr>
<tr>
<td>Involving Drugs</td>
<td>14</td>
<td>19</td>
<td>33</td>
<td>31</td>
<td>24</td>
<td>55</td>
</tr>
<tr>
<td>Related Hospitalizations</td>
<td>14</td>
<td>16</td>
<td>30</td>
<td>23</td>
<td>13</td>
<td>36</td>
</tr>
</tbody>
</table>

Legal Consequences

Butler University Police respond to violations of Indiana alcohol and controlled substance laws. Students receive a summons arrest when warranted and, in addition to referral into the student conduct system, citations can be directed to the Marion County prosecutor for evaluation. In fall 2013, and offered each semester subsequently, the University police host a diversion program in coordination with the prosecutor. Students who receive a summons may have the option to be directed to a one-day program that involves a review of alcohol/controlled substance laws, interaction with a community impact panel and involvement in community service. Those who complete the program and stay citation free for a year have the first summons suspended. Those who fail to meet the program criteria are subject to resolution of the summons through the Marion County courts.

<table>
<thead>
<tr>
<th>From Butler University Police Reports</th>
<th>Fall 2014</th>
<th>Sp '15</th>
<th>Total 2014-15</th>
<th>Fall 2015</th>
<th>Sp '16</th>
<th>Total 2015-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>AOD Custodial Arrests</td>
<td>7</td>
<td>0</td>
<td>7</td>
<td>0</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Summons Arrest Issued</td>
<td>51</td>
<td>26</td>
<td>77 (63%)</td>
<td>67</td>
<td>36</td>
<td>103</td>
</tr>
<tr>
<td>BUPD Diversion Program</td>
<td>28</td>
<td>23</td>
<td>51</td>
<td>42</td>
<td>17</td>
<td>59</td>
</tr>
</tbody>
</table>

Alcohol and Drug Educational Programming

Peer education, regarded as a best practice for behavior change in the collegiate environment, is utilized to address a variety of wellness topics including alcohol and other substances, and sexual assault prevention. Butler has several existing peer education groups including Peers Advocating Wellness for Students (PAWS), Greeks as Educators, Advocates and Resources (GEAR), and the
Red Cup Culture Facilitation Team. A peer education credit-bearing course which is the foundational training for members of GEAR and PAWS is offered annually in the spring.

- PAWS meets weekly and provides prevention programming to students on campus through awareness weeks, educational programs, and information sharing via social media. PAWS is affiliated with the BACCHUS Peer Education Network.
- GEAR meets monthly and serves as a resource for students within the fraternity and sorority communities. GEAR representatives share pertinent wellness information with the membership of their organization via presentations and individual conversations. GEAR members are trained with bystander intervention concepts based on the *Step Up Bystander Intervention* model and Butler’s Community of C.A.R.E model.
- The Red Cup Culture Facilitation Team is comprised of 40 students who serve as peer facilitators for the Red Cup Culture Program, a high-risk drinking prevention and sexual assault prevention program offered for entering students during the first week of classes. Red Cup Facilitators are selected from an application process and participate in a two-day training retreat and educate new students on high-risk drinking prevention and sexual assault prevention.

*IFC Risk Management Training* for student leaders from each of Butler’s IFC fraternities is conducted as a partnership between Health Education and Outreach and Counseling and Consultation Services. Students are educated on bystander intervention as it relates to high risk drinking, drug use and sexual assault. Leadership skills are fostered so that fraternity members can help to create an internal culture of safety and respect for all chapter members and guests. The training includes opportunities for students to go through role play scenarios where they have to apply their new knowledge and skills, then receive feedback. (January 2015)

*MyPlaybook* is an online program that first year student athletes are expected to complete prior to their preseason practices. The course modules currently required are those dealing with high risk alcohol and drug use prevention. (August 2014, August 2015)

*RA training* occurs annually in the fall for all residence life staff and includes alcohol and other drug prevention and response. The alcohol training is comprised of policy updates, potential sanctions, high-risk drinking prevention efforts, social norming data sharing, alcohol poisoning response protocol, and promotion of alternative/non-alcoholic programs. Residence life staff training concludes with a role play activity, *Behind Closed Doors*, that includes scenarios related to underage drinking, alcohol poisoning, and sexual assault. Additionally, all newly hired residence life staff members participate in a spring RA class in which they learn about the Butler wellness model and are introduced to information about the prevalence of high-risk drinking and sexual assault in the collegiate environment and related consequences. (August 2014, August 2015)

*Student Orientation Guide (SOG) training* occurs annually in August and includes alcohol and sexual assault training. The alcohol training is comprised of policy updates, potential sanctions, high-risk drinking prevention tactics, alcohol poisoning response resources and the promotion of alternative/non-alcoholic events and programs. Normative data is shared to represent actual consumption rates versus perceived consumption rates for incoming first-year students. (August 2014, August 2015)
**MyStudentBody** online educational models were offered to entering students since the fall of 2012. Incoming students were directed to three modules on 1) alcohol, 2) drugs and 3) sexual violence. Students were asked to complete the modules before arriving on campus. In fall 2014 we had 863 comply with our request, almost a 94% completion rate for the entering class. Newly adopted, **Think About It** is an online program that invites all our new Bulldogs to join Butler's conversation on consent, healthy relationships, substance use, sexual violence, stalking, mental health, and making responsible choices as a member of our community. All new students are required to complete the course prior to arriving to campus their first semester. In 2015 there was a 94% compliance rate. (August 2015)

**Think About It Part II** is a follow-up booster course that all new students are invited to complete at the end of their first semester. This is a follow up to the required course all students are expected to complete before arriving on campus and it covers high risk drinking prevention and sexual violence prevention. In 2015 there was a 63% compliance rate. (November 2015)

**The Red Cup Culture Program (RCC)** features a campus-produced video coupled with a peer-facilitated conversation about substance use risk reduction. Peer educators are trained on this program is led by trained peer educators and the content is updated annually. This program is required for all incoming first-year students. (August 2014, August 2015)

**Celebrate Responsibly** is a program held during Homecoming week to prevent high-risk drinking and to encourage healthy bystander behavior. In 2015 Rachael’s First Week, a program intended to promote bystander intervention and substance abuse prevention, was presented to students, which featured Dr. Angi Fiege, emergency room physicians and college students. This program was offered for Homecoming competition points. (October 2014, September 2015) (Addendum F)

**Student Affairs Healthy Homecoming Safety Initiative** included the distribution of water bottles and granola bars and the presence of Student Affairs staff at highly attended Homecoming festivities. Additionally, an early morning breakfast was offered in the dining hall as an alternative to the trend of early morning alcohol consumption. (September 2014, October 2015)

**Greek New Member Alcohol Awareness Program** is led by peer facilitators and discussed high risk drinking prevention, signs of alcohol poisoning, safer drinking strategies, and bystander intervention. Attendance at this program was mandatory for all new members of Greek organizations. Components of the Alcohol Skills Training Program are incorporated in this program. (January 2014, January 2015)

**C.A.R.E. Bystander Intervention Training** equips individuals with the ability to see a concern, assume personal responsibility to address it, react (using safe and positive options) and evaluate and follow up. Bystander awareness and intervention has broad-based application to a multitude of concerning situations in the college environment. In August 2014, the C.A.R.E. bystander intervention model was shared with all incoming first year students during Welcome Week. In August 2015 C.A.R.E. training specifically focused on sexual assault prevention was a mandatory component of Welcome Week for all new first-year students and in the month of September for all fraternity and sorority groups. Ongoing C.A.R.E. trainings customized to specific topics are available to any individuals or groups of student, faculty and staff by request through Counseling and Consultation Services. (August 2014, August 2015, September 2015, Ongoing)
Alcohol abuse prevention and risk reduction programs in fraternity and sorority chapters and residence halls are provided upon request by the Coordinator for Health Education and Outreach Programs and Counseling and Consultation Services staff. (Ongoing by request, 2014, 2015)

Prescription Drug Misuse
The Generation Rx initiative, powered by the Butler student APhA and students of the College of Pharmacy and Health Sciences, seeks to educate and raise awareness about prescription drug misuse both within the Butler University community and in the greater Indianapolis community through educational programs, awareness campaigns, and other means to correct these misconceptions and promote appropriate use of prescription medications. Generation Rx has organized and participated in presentations to local high school students, participated in a DEA-sponsored Drug Take-back Day, and attended a local health and wellness fair. On Butler’s campus, the student organization has hosted a table to provide information and collect survey feedback from students, and created and distributed promotional materials, including a video and posters. Additionally, Generation RX had the opportunity to present their student produced video at the national Generation RX conference at The Ohio State University.

- https://www.youtube.com/watch?v=NNjBvsL_Pec
- https://www.youtube.com/watch?v=NuPrfk8hMxc

Gen Rx Activities:
- Drug Facts week Starbucks table and games 1/2014 (Addendum G)
- Star Fountain Forums (drug fact distribution/ posters/ games) 11/2015
- Poster on proper med disposal at Hooks Museum during the Indiana State Fair (8/2015)
- Both at Health Fair on proper medication disposal (3/2015)
- Block Party Booth (August 2015)
- Presentation on stimulant use to ResCo Hall "The Adderall Dilemma" (3/18/2015)

Classroom Education (College of Pharmacy and Health Sciences)
- RX462: Public Health Topic - Prescription medication misuse, opioid epidemic (Drs. Ramsey & Sprunger)
- PX200: Addiction (Drs. Ramsey & Sprunger)
- RX 413 Therapeutics I – Opioids/ Addiction treatments/Naloxone use (Dr. Ramsey)

Providing Alternative Social Activities
The Butler Student Government Association Late Night Committee was created in spring 2010 and is ongoing to increase late night options on campus. Late night usually means ending after midnight. Additionally, Student Affairs staff members have provided late night weekend programming during the first six weekends of fall semester. (Ongoing, 2014 & 2015).

BU Good Clean Fun social media accounts feature daily postings about local events that are substance-free. Incoming students are introduced to this resource prior to coming to campus at early registration sessions along with normative data regarding substance use among their peers. The social media presence is run by a team of student social media coordinators with oversight from the Health Education & Outreach Office. This resource was developed and launched in fall 2008 and is ongoing. (Ongoing, 2014, 2015)
Visual Media and Other Communications

Let Us Be Clear and Possible Consequences for Alcohol Violations posters reflecting campus expectations were distributed to the entire campus (Fall 2014, 2015).

Our Approach to Alcohol is a comprehensive web site containing the student alcohol policy, campus resources, a link to the Indiana Lifeline Law, and other messages regarding alcohol (https://www.butler.edu/student-conduct/alcohol-approach).

Community of C.A.R.E. messages were sent out to students via e-mail or through social media prior to potentially high-risk times by the vice president for student affairs (Homecoming, Spring Break, etc.). (Ongoing 2014, 2015)

#BUBeWell messages are distributed via Twitter to the Butler HRC followers (3388 followers). Messaging focuses on the promotion of healthy behaviors and includes links to articles and resources to prevent high-risk drinking and misuse of other substances. The Butler HRC Pinterest account also contains a “Think Before You Drink” page with resources and information to prevent underage and high-risk drinking. (Ongoing 2014, 2015)

21st Birthday cards are mailed from the vice president of student affairs to those with impending signature birthdays providing safety tips and a friendly reminder to make responsible choices. (Ongoing, 2014, 2015)

Literature and brochures from the American College Health Association (ACHA) and the BACCHUS Peer Education Network are available for anonymous pick up in the Health and Recreation Complex. (Ongoing, 2014, 2015).

Campus Support Services

Counseling & Consultation Services (https://www.butler.edu/counseling-services) provides the following services to Butler students:

- Individual and group therapy and consultation.
- A broad range of health and wellness programming upon request.
- Refers students to nearby AA and NA meetings.
- Full-time staff psychologist available to work with students regarding alcohol and other drug concerns for no charge.
- Psychiatrist available by appointment one day every other week. Student pays for services $150 for initial one hour appointment and $60 for med check appointments.
- Mandated drug and alcohol assessment. Student pays for services.
- Referral to local agencies.

All students who initiate treatment at CCS are given the CCAPS (symptom inventory) at intake, the 5th session, and at termination. The CCAPS scale is 0 “not at all like me” to 4 “extremely like me.” The CCAPS has several subscales, one of which is a substance use subscale. The average score of students’ substance subscale at intake for 2014-2015 is 1.41 and at termination is .66. In 2015-2016
the average baseline score was 1.78 and the termination score was 1.0. This indicates that services for students who are presenting with concerns other than AOD are still positively impacting substance use.

**Health Services** provides individual consultation and referral for Butler students. ([https://www.butler.edu/health-services](https://www.butler.edu/health-services))

- Current protocols have been implemented to assess patient alcohol and controlled substance abuse.
- MD manages medications for various psychiatric illnesses such as depression, anxiety and ADD. This process starts with an intensive review of history to include current use of alcohol, tobacco, marijuana and other drugs and their potential impact on mental health and interactions with prescribed medications.
- Those treated with ADD stimulants follow strict protocols Controlled Substance Management:
  - Records obtained from provider who diagnosed ADD and initiated medication. HS will not treat ADD without formal testing.
  - Patient signs a Controlled Substance Contract (Addendum H)
  - Patient submits to prescribed urine drug testing regime
  - Patient appears for follow up appointments at least every three months.
  - HS obtains an INSPECT document annually to review a summary of the controlled substances prescribed to the patient.
- All students seen in HS for mental health illnesses complete a PHQ9 at each visit to monitor responses to medication and treatment. The PHQ9 is also given to each student who presents for a well men’s/women’s visit.
- Narcotics are prescribed infrequently and only in cough medicine.
- Health Services involved with University Police in 2015-16 to orient them to Narcan use, storage and provision.

**Assessment and Care Team** consists of representatives from various campus departments with high student contact. The team meets bi-weekly throughout the academic year to monitor students of concern and determine if interventions/referrals to campus resources are warranted. ([https://www.butler.edu/community-care/report-a-concern](https://www.butler.edu/community-care/report-a-concern))

**Medical Withdrawal** - Individuals with medical or psychological challenges (including substance use/misuse) experiencing academic difficulties are directed to the vice president for student affairs to explore whether a withdrawal is appropriate. The VPSA’s designee coordinates with students’ health care providers to assess documentation and make recommendations to college deans.

**Policies and Resources for Butler Employees**

New staff orientation is conducted regularly throughout the year and information about alcohol and drug policies are shared. All faculty and staff sign a policy acknowledgement form.

Relevant policies and resources are found online as indicated:

- Substance Abuse Policy  [https://www.butler.edu/hr/policies](https://www.butler.edu/hr/policies)
- Staff Handbook  [https://www.butler.edu/hr/policies](https://www.butler.edu/hr/policies)
• Faculty Handbook  https://www.butler.edu/hr/policies
• Employee Assistance Program (EAP)  https://www.butler.edu/hr/benefits/health-wellness
Employee benefits include information and/or referral to mental health specialist for drug/alcohol abuse concerns.

Healthy Horizons, in the College of Pharmacy and Health Sciences, assists employees with improving their health, provides ongoing information and health education programs, and helps identify health risks and ways to reduce those risks. A description of services and resources are found here: https://www.butler.edu/healthyhorizons

Community Connections

Sarah Diaz, Coordinator of Health Education and Outreach, participates in the Indiana Collegiate Action Network (ICAN) grant and professional development opportunities. Other campus partners attend annual meetings and training opportunities.

Butler University Office of Health Education & Outreach Programs and Butler University Police Department collaborated to create a “Guide to Indiana State Alcohol Laws” in partnership with Drug Free Marion County and IUPUI (Summer 2015). This is linked on Our Approach to Alcohol web site.

Shana Markle, psychologist at Counseling and Consultation Services, has developed a working relationship with Fairbanks Addiction Treatment Center in Indianapolis. Fairbanks is a full-service, independent treatment facility invested in the community, including the college student population at Butler University and other local universities. In addition, Dr. Markle has connections with the local chapter of Young People in Recovery.

The College of Pharmacy and Health Sciences is connected to the Indiana Pharmacy Alliance.

Data Collected

2016 American College Health Association National College Health Assessment. Campus specific data and national comparison data available.
2016 Indiana College Substance Use Survey offered by the Indiana Collegiate Action Network. (ICAN). Administered February 2016 at Butler and compared to other Indiana campuses.
2015 Pre and post-data from students participating in the required AOD seminar.
2014 MyStudentBody pre-campus arrival and 90-day post administration surveys.
2015 Think About It pre-campus arrival and 90-day post administration surveys.
Butler University Biennial Review 2014-15 and 2015-16 Addenda:

A  Alcohol Policy 2015
   Student Organization Social Event Guidelines
   Greek alcohol and Social Event Procedures
   Drug-Free Schools and Campuses Act Compliance 2015
   Our Approach to Alcohol web site
      o  Possible Consequences for Violations of the Butler Student Alcohol Policy

B  Student Handbook/Rights & Responsibilities messages 2015 and 2014

C  Student Handbook Butler Connection messages 2015 and 2014

D  Substance Abuse Policy Annual Notification 2015
   Complying with Drug-Free Schools Regulations 2014

E  Qualitative feedback from AOD Seminar 2015

F  Red Cup Culture Program for New Students, The Connection 2014

G  Drug Facts Week in Starbucks 2014

H  Controlled Substances Contract/Health Services 2015
ALCOHOL POLICY FOR STUDENTS

The primary concern of Butler University in all cases, including those incidents of intoxication and/or alcohol poisoning, is the health and safety of the individuals involved. Students who actively seek medical attention on the behalf of another due to a concern for that person's intoxicated state and well-being will generally not be charged with a violation of University policy.

Use of Alcoholic Beverages

All Butler students are responsible for complying with state and local laws. Attention is called to the Indiana alcoholic beverages law (Indiana Code 7.1-5 found here: www.in.gov/legislative/ic/code/title7.1/)

The following are violations of University policy:

(a) No person under 21 years of age may consume or be in possession of alcoholic beverages.
(b) Persons 21 or over may not make alcoholic beverages available to minors nor may they provide a venue for minors to consume.
(c) It is unacceptable to misrepresent one's age for the purpose of procuring alcoholic beverages.
(d) Residence hall and University apartment students 21 years of age and their guests 21 years of age or older may possess and consume alcoholic beverages on an individual basis in the privacy of their own rooms, with their room doors closed. Individuals younger than 21 years of age may not be in the presence of alcohol within the residence halls/apartments.

Alcohol on University Property and at University-sponsored Events
1. Alcoholic beverages are prohibited on campus or on the sidewalks adjacent to campus property, except as noted in (d) above or with the expressed approval of the department head responsible for the administration of a designated facility/area. Student organizations wishing to sponsor an event on campus with alcohol must receive authorization from the Vice President for Student Affairs.

2. No University funds or monies from student organization accounts may be used to purchase alcoholic beverages without the authorization of the Vice President for Student Affairs.

3. Student organizations may provide alcoholic beverages at University-sponsored events on and off campus according to the social event procedures.

4. University-recognized Greek chapters may provide alcoholic beverages at events on their premises according to the Greek alcohol and social event procedures.

(The Student Alcohol Policy is reviewed annually by the Vice President for Student Affairs.)
Student Organization Social Event Guidelines

Members of student organizations shall be subject to the following policy and guidelines concerning the possession and consumption of alcoholic beverages on University-related premises or at University-sponsored events. Recommendations are listed that will enhance the ability of student organizations to better self-regulate events.

- The guidelines are not designed to encourage or discourage alcohol consumption. Rather, they establish parameters for alcohol use that are consistent with applicable laws and allow for social interaction and personal expression without infringing on the rights and property of others. Positive social interaction is an integral part of the educational process and the guidelines enable organizations to maintain high behavioral standards that directly contribute to a positive living-learning environment.
- The planning and execution of a social event is the responsibility of all organized groups participating in the function. If a planned social event involves two or more student groups, the appropriate officers of the groups will participate in the planning and implementation of that event, regardless of where the event will occur.
- Conduct sanctions resulting from violations of the University’s Rules of Conduct will be individualized for each case. Individual(s) alleged to have violated this policy may face University as well as legal action.

ALCOHOL POLICY FOR STUDENTS AND STUDENT ORGANIZATIONS

The primary concern of Butler University in all cases, including those incidents of intoxication and/or alcohol poisoning, is the health and safety of the individuals involved. Students who actively seek medical attention on the behalf of another due to a concern for that person’s intoxicated state and well-being will generally not be charged with a violation of University policy.

Use of Alcoholic Beverages

All Butler students are responsible for complying with state and local laws. Attention is called to the Indiana alcoholic beverages law (Indiana Code 7.1-5 found here: www.in.gov/legislative/ic/code/title7.1/)
The following are violations of University policy:

(a) No person under 21 years of age may consume or be in possession of alcoholic beverages.
(b) Persons 21 or over may not make alcoholic beverages available to minors nor may they provide a venue for minors to consume.
(c) It is unacceptable to misrepresent one’s age for the purpose of procuring alcoholic beverages.
(d) Residence hall and University apartment students 21 years of age and their guests 21 years of age or older may possess and consume alcoholic beverages on an individual basis in the privacy of their own rooms, with their room doors closed. Individuals younger than 21 years of age may not be in the presence of alcohol within the residence halls/apartments.

Alcohol on University Property and at University-sponsored Events

1. Alcoholic beverages are prohibited on campus or on the sidewalks adjacent to campus property, except as noted in (d) above or with the expressed approval of the department head responsible for the administration of a designated facility/area. Student organizations wishing to sponsor an event on campus with alcohol must receive authorization from the Vice President for Student Affairs.
2. No University funds or monies from student organization accounts may be used to purchase alcoholic beverages without the authorization of the Vice President for Student Affairs.
3. Student organizations may provide alcoholic beverages at University-sponsored events on and off campus according to the social event procedures found here: http://www.butler.edu/student-conduct/our-approach-to-alcohol
4. University-recognized Greek chapters may provide alcoholic beverages at events on their premises according to the Greek alcohol and social event procedures found here: http://www.butler.edu/student-conduct/our-approach-to-alcohol

(The Student Alcohol Policy is reviewed annually by the Vice President for Student Affairs.)
ALCOHOL AT ON CAMPUS EVENTS  (For information about off campus events, see p.5)

1. Approval
   (a) Student organizations seeking to provide alcoholic beverages on University-owned or controlled property must first obtain authorization from the Vice President for Student Affairs. Depending on the location, secondary approval may need to be secured from the department head responsible for the administration of that facility/area.
   (b) In order to obtain such approval, a written request detailing the time, location, number of participants and the exact nature of the event must be submitted to the vice president's office at least six (6) weeks in advance of the event. In addition, no special mention, pictorial or otherwise, of the fact that alcohol will be present may be made when advertising such events. (See 2 (f) below.)
   (c) On a case-by-case basis, an organization may petition the vice president to allow the serving and consuming of alcoholic beverages outside the physical structure of a building in prescribed areas. This request must be submitted to the Office of the Vice President for Student Affairs in writing at least six (6) weeks in advance of the event.

2. Sponsoring Events at Which Alcohol May Be Furnished
   (a) A campus wide social event with alcohol is defined as an event that is held on campus with a third party vendor, an enclosed alcohol area, security officers in attendance, and limited to current Butler University students and their guests.
   (b) All Butler students must show a current Butler ID to enter the event. Non-Butler guests, attending with a Butler student, must show a picture ID and sign in on the approved guest sheet. Alumni of the sponsoring organization(s) may gain admission by showing proof of affiliation, picture ID which lists their date of birth, and signing in on the guest sheet.
   (c) Registration of on campus social events involving alcohol should be registered a minimum of six (6) weeks in advance of the event. The online event registration process starts at My.Butler.edu. Indicate in the appropriate field that the group is seeking permission for alcohol at the event. The PULSE Director or the Greek Life Director (for social fraternities/sororities) as appropriate will review as appropriate completed online requests. The group will be contacted for further information. If approved, the request is forwarded to University Events to confirm the space reservation only. The Vice President for Student Affairs, or designee, will be included in the approval review process.
   (d) All contracts, including those for off campus locations, must be reviewed and signed by the Vice President for Student Affairs or designee. All contracts must be submitted no less than six (6) weeks prior to the events. (A certificate of insurance for the third party vendor must be secured according to 6 (b).)
   (e) The registered University student organization advisor or approved University employee designee must be on-site the entire duration of the event.
   (f) Advertising for an on campus social event should include the statement “Beverages Available, ID required.”

3. Requirements for sponsoring events
   (a) All organizations wishing to sponsor an event must be in good standing with the University and any governing organizations. An organization is not in good standing if it is subject to probation or any pending sanctions or has a zero or negative student organization account balance with the PULSE Office.
   (b) A maximum of four organizations may co-sponsor any single social event.

4. Capacity of facility
   (a) The number of people who can be invited to a social event in a particular space will be established by the physical limitations of the space. A state fire marshal will examine the space
and determine capacity for facility. Verification of that fire marshal's inspection should be on file in the Office of the Vice President for Student Affairs and PuLSE Office. Alcohol at outside events shall be contained to a specified area marked by boundaries.

5. Timing of event
(a) No social events with alcohol may be held on days other than Friday or Saturday. No social events shall be scheduled during reading days or during breaks. (Reading days are defined and listed on the University calendar.)
(b) Social events held outdoors will end at 11 p.m. to comply with the city noise ordinance. Indoor social events may continue until 2 a.m., with security officers present and sound contained within the facility. Alcohol may be furnished until 1:30 a.m. or 30 minutes prior to the end of the event, whichever is earliest.
(c) All events run the risk of being terminated for excessive noise or alcohol violations.

6. Furnishing alcohol at social events
(a) Any social event involving the distribution and consumption of alcohol must employ a third-party social event vendor.
(b) The "vendor" must carry General Liability insurance with a per occurrence limit of not less than $2,000,000 combined single limit for bodily injury and property damage. The limit of $2,000,000 can be achieved by the General Liability policy alone, or with a combination of General Liability and Umbrella coverage. If the vendor will be serving or supplying alcohol, the insurance coverage must also include Liquor Liability with a limit of no less than $1,000,000 per claim. The vendor shall also provide proof of Workers Compensation coverage which includes Employer's Liability of not less than $100,000, each accident; $100,000, each employee by disease; and $500,000, per policy by disease. Proof of all coverages listed above shall be in the form of a certificate of insurance showing Butler University (and other entities to be determined) as an Additional Insured under General Liability. The certificate shall be submitted no less than seven (7) days prior to the event, with carriers satisfactory to Butler University, and with an AM Best rating of A, VII or better.
   • Butler Dining Services is a pre-approved vendor for on-campus events.
(c) Alcoholic beverages may only be furnished in cans or plastic cups.
(d) Available alcohol will consist of beer, wine and mixed drinks using only one type of liquor.
(e) Dutiful monitoring of alcohol consumption and, if necessary, subsequent denial of alcohol in cases of, but not limited to: unruly behavior, apparent alcohol abuse, severe intoxication, or any other situation, left to their discretion which would indicate the need to deny individuals the ability to purchase alcohol.
(f) All alcohol distribution shall be exchanged for a wristband ticket on a per drink basis. The ticket can be purchased through a cashier furnished by the third party vendor.
(g) The third party vendor assumes responsibility for confirming legal drinking age (21 years of age) of the people to whom they provide wristbands and alcohol every time alcohol is distributed.
(h) Individuals 21 and older with a wristband would be allowed the equivalent of one beer, glass of wine, mixed drink per hour, as determined by the number of tickets/tabs on the wristband. Individuals that gain entry into the event during the last hour of the furnishing of alcohol will only be given a wristband with one tab on it.
(i) Third party vendors dispensing alcohol may not serve more than one standard serving of beer, wine, or mixed drink to an individual at a time.
(j) The use of any alternate method of alcohol distribution (e.g., BYOB, etc.), other than third party vendor, is strictly prohibited.
7. Limited attendance
   (a) Only Butler students, alumni of the organization, or a guest of a Butler University student may attend a campus event at which alcoholic beverages are furnished.
   (b) At a limited attendance event, the guest list will be used at the door to verify the guests have been approved for attendance. Security personnel will be involved with checking the guest list and may assist the third party vendor in checking IDs of people admitted to the social event confirming that those who receive wristbands are of legal age and that only one wristband is received.
   (c) Intoxicated individuals shall not be admitted to the event. No one may bring alcohol into the event.
   (d) In accordance with state law, no one under the age of 18 is admitted where alcohol is furnished.

8. Guest responsibility
   (a) By placing a guest’s name on a guest list for a social event and admitting him/her to the social event, the individual Butler host and the student organization(s) hosting the event assume responsibility for that guest’s behavior.
   (b) No guests shall be admitted after 1:30 a.m.

9. Overcrowding
   (a) When a social event becomes overcrowded, as specified by the fire code, organization members should not allow any more attendees into the facility. As attendees leave, new arrivals may be allowed into the event.

10. Monitoring an event
    (a) Food and non-alcoholic alternative beverages (excluding a water fountain and/or a soft drink machine) must be provided at all events at which alcoholic beverages are consumed.
    (b) The alcohol service area must be secured or defined in a manner that ensures only those persons who are 21 or over will be furnished alcoholic beverages.
    (c) The University police should be contacted immediately if assistance is needed while monitoring a campus event (940-9999).
    (d) Under no circumstances may alcoholic beverages be sold on a per-drink basis or distributed unless a third-party vendor is employed.
    (e) It is recommended that alcohol only be furnished in a well-lit area.
    (f) There must be a minimum of four (4) sobriety monitors present at any social event involving alcohol distribution. Sobriety monitors, selected from the organization sponsoring the function, must not consume any alcohol for the duration of the event so that they may assist in the case of an emergency or any other situation necessitating their aid. Each sponsoring organization should provide at least one (1) sobriety monitor if more than one organization is participating. Sobriety monitors shall be visible and available throughout the social event to monitor access at doors, observe general behavior, and report concerns to security.

11. Security
    (a) Arrangements must be made to hire security officers to help monitor the event. There must be a minimum of two security officers from a company designated to provide services for these events. The University police will determine the number of security officers needed for the event; they typically use the ratio of one security officer per 100 expected attendees, although the type of event will also be considered. At the discretion of the University police or the security company, additional officers may be required for larger events. Security arrangements should be completed at least a minimum of six weeks before the event.
    (b) One security officer must be stationed near the alcohol serving area.
    (c) Sobriety monitors and security should make periodic rounds through the social event area.
(d) The University police will meet and brief the hired security personnel on site no later than 15 minutes prior to the start of the function.
(e) Security must remain at the social event until it is closed and people are dispersed.

12. Closed social events — All aforementioned policies listed through number 11 also apply. In addition, student organizations are responsible for the following:
(a) These events are defined as an event that is held by any student organization and designated as such on the event registration form.
(b) A guest list should be submitted along with the completed event registration form for any closed event.
(c) Each sponsoring organization must submit their guest list on paper that includes the organization’s name at the top. The guests’ names must be in alphabetical order by last name of the student/guest.
(d) Registration of closed social events involving alcohol should be registered a minimum of six (6) weeks in advance of the event. The online event registration process starts at My.Butler.edu. Indicate in the appropriate field that the group is seeking permission for alcohol at the event. The director of PuLSE or the director of Greek Life (for social fraternities/sororities) as appropriate will review as appropriate completed online requests. The group will be contacted for further information. If approved, the request is forwarded to University Events to confirm the space reservation. The Vice President for Student Affairs, or designee, will be included in the approval review process.

ALCOHOL AT OFF CAMPUS EVENTS
Alcohol may be served at an event that is held off campus with a third party vendor, in a defined alcohol area, security officers in attendance, and limited to current Butler University students and their guests.

1. Requirements
(a) All organizations wishing to sponsor an event must be in good standing with the University and any governing organizations. An organization is not in good standing if it is subject to probation or any pending sanctions or has a zero or negative student organization account balance with the PuLSE Office.
(b) A maximum of four organizations may co-sponsor any one single social event.
(c) **All contracts must be reviewed and signed by the Vice President for Student Affairs or designee.** All contracts must be submitted no less than six (6) weeks prior to the events. A certificate of insurance for the third party vendor as well as a certificate of insurance for the site must be secured; see 7 (b).
(d) The registered University student organization advisor or approved University employee designee must be on-site the entire duration of the event.
(e) Advertising for an on campus social event should include the statement “Beverages Available, ID required.”

2. Registration
(a) Off campus social events involving alcohol should be registered a minimum six (6) weeks in advance of the event.
(b) The online event registration process starts at My.Butler.edu using the EMS event system. Indicate in the appropriate field that the group is seeking permission for alcohol at the event. The PuLSE Director will review completed online requests. The group will be contacted for further information. If approved, the request is forwarded to University Events to be included in the University’s calendar.
(c) The Vice President for Student Affairs, or designee, will be included in the approval review process.

3. Attendance
   (a) Only Butler University students or a guest of a Butler student may attend an off-campus event at which alcoholic beverages are furnished.
   (b) A guest list should be submitted along with the completed event registration form. This guest list will be used at the door to verify attendance of only expected participants. Anyone not on the approved guest list should not be allowed entrance into the event.
   (c) All current Butler students must show a current Butler ID to enter the event.
   (d) Butler alumni and non-Butler guests must show a picture ID and sign in on the guest sheet.
   (e) Each sponsoring organization must submit their guest list on paper that includes the organization’s name at the top. The guests’ names must be in alphabetical order by last name of the student/guest.
   (f) It is recommended that those who are of legal age and intending to consume alcohol show proof of age and are given a wristband at entrance. This identification does not relieve a third party vendor from checking IDs; further proof of age may be required at the point of alcohol distribution.
   (g) Intoxicated individuals shall not be admitted to the event. No one may bring alcohol into the event. No guests shall be admitted after 1:30 a.m.
   (h) Off campus events that are fundraisers may draw a wider audience and consequently may require some additional considerations and stipulations that will be determined during the approval process.

4. Guest responsibility
   (a) By placing a guest’s name on a guest list for a social event and admitting him/her to the social event, the individual Butler host and the student organization(s) hosting the event assume responsibility for that guest’s behavior.

5. Transportation
   (a) A transportation plan must be approved in advance of the event.
   (b) It is likely that the plan will require current Butler students to travel to an off-campus event site and return to campus on buses. Individuals will be required to complete a liability waiver.

6. Timing of event
   (a) No social events with alcohol may be held on days other than Friday or Saturday. No social events shall be scheduled during reading days or during breaks. (Reading days are defined and listed on the University calendar.
   (b) Indoor social events may continue until 2 a.m., with security officers present and sound contained within the facility.
   (c) Timing for outdoor events must follow applicable noise ordinances.

7. Furnishing alcohol
   (a) Any social event involving the distribution and consumption of alcohol must employ a third-party social event vendor.
   (b) The "vendor" must carry General Liability insurance with a per occurrence limit of not less than $2,000,000 combined single limit for bodily injury and property damage. The limit of $2,000,000 can be achieved by the General Liability policy alone, or with a combination of General Liability and Umbrella coverage. If the vendor will be serving or supplying alcohol, the insurance coverage must also include Liquor Liability with a limit of no less than $1,000,000 per claim. The vendor shall also provide proof of Workers Compensation coverage which includes Employer's Liability of not less than $100,000, each accident; $100,000, each employee by disease; and
$500,000, per policy by disease. Proof of all coverages listed above shall be in the form of a certificate of insurance showing Butler University (and other entities to be determined) as an Additional Insured under General Liability. The certificate shall be submitted no less than seven (7) days prior to the event, with carriers satisfactory to Butler University, and with an AM Best rating of A, VII or better.

(c) Dutiful monitoring of alcohol consumption and, if necessary, subsequent denial of alcohol in cases of, but not limited to: unruly behavior, apparent alcohol abuse, severe intoxication, or any other situation, left to their discretion which would indicate the need to deny individuals the ability to purchase or be served alcohol.

(d) The third party vendor assumes responsibility for confirming legal drinking age (21 years of age).

(e) The alcohol service area must be secured or defined in a manner that ensures only those persons who are 21 or over will be furnished alcoholic beverages.

(f) In accordance with state law, no one under the age of 18 is admitted where alcohol is furnished.

(g) The use of any alternate method of alcohol distribution (e.g., BYOB, etc.), other than third party vendor, is strictly prohibited.

8. Monitoring an event

(a) Food and non-alcoholic alternative beverages (excluding a water fountain and/or a soft drink machine) must be provided at all events at which alcoholic beverages are consumed.

(b) The appropriate security personnel and/or city police department should be contacted immediately if assistance is needed while monitoring an event.

(c) There must be a minimum of four (4) sobriety monitors present at any social event involving alcohol distribution. Sobriety monitors, selected from the organization(s) sponsoring the function, must not consume any alcohol for the duration of the event so that they may assist in the case of an emergency or any other situation necessitating their aid. Each sponsoring organization should provide at least one (1) sobriety monitor if more than one organization is participating. Sobriety monitors shall be visible and available throughout the social event to monitor access at doors observe general behavior, and report concerns to security.

9. Security

(a) Arrangements must be made to hire security officers to monitor the event according to the facility's and/or the third party vendor's stipulations.

(b) Security personnel will be involved with checking the guest list and may assist the third party vendor in checking IDs of people admitted to the social event, confirming that those who receive wristbands are of legal age and that only one wristband is received.

The Student Organizations Social Event Guidelines are reviewed annually by the Vice President for Student Affairs.

August, 2016
Greek Alcohol and Social Event Procedures

Mission
In recognition of the concern for the health and safety of our members, Butler University's Greek community hopes to navigate a course to safe and responsible behavior at fraternity/sorority sponsored social functions involving alcohol, and in doing so, reduce the threat of alcohol abuse and misuse in addition to providing a safe and responsible environment for social functions that may or may not involve alcohol.

Alcohol Policy for Students
The primary concern of Butler University in all cases, including those incidents of intoxication and/or alcohol poisoning, is the health and safety of the individuals involved. Students who actively seek medical attention on the behalf of another due to a concern for that person's intoxicated state and well-being will generally not be charged with a violation of University policy.

Use of Alcoholic Beverages
All Butler students are responsible for complying with state and local laws. Attention is called to the Indiana alcoholic beverages law (Indiana Code 7.1-5 found here: www.in.gov/legislative/ic/code/title7.1/)
The following are violations of University policy:
(a) No person under 21 years of age may consume or be in possession of alcoholic beverages.
(b) Persons 21 or over may not make alcoholic beverages available to minors nor may they provide a venue for minors to consume.
(c) It is unacceptable to misrepresent one’s age for the purpose of procuring alcoholic beverages.
(d) Residence hall and University apartment students 21 years of age and their guests 21 years of age or older may possess and consume alcoholic beverages on an individual basis in the privacy of their own rooms, with their room doors closed. Individuals younger than 21 years of age may not be in the presence of alcohol within the residence halls/apartments.

Alcohol on University Property and at University-sponsored Events
1. Alcoholic beverages are prohibited on campus or on the sidewalks adjacent to campus property, except as noted in (d) above or with the expressed approval of the department head responsible for the administration of a designated facility/area. Student organizations wishing to sponsor an event on campus with alcohol must receive authorization from the Vice President for Student Affairs.
2. No University funds or monies from student organization accounts may be used to purchase alcoholic beverages without the authorization of the Vice President for Student Affairs.
3. Student organizations may provide alcoholic beverages at University-sponsored events on and off campus according to the social event procedures found here: http://www.butler.edu/student-conduct/our-approach-to-alcohol
4. University-recognized Greek chapters may provide alcoholic beverages at events on their premises according to the Greek alcohol and social event procedures found here: http://www.butler.edu/student-conduct/our-approach-to-alcohol

(The Alcohol Policy is reviewed annually by the Vice President for Student Affairs.)
Procedures for Greek social events involving the availability of alcohol:

General

1. The possession, use and/or consumption of alcoholic beverages, while on chapter premises or during a fraternity event, or in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state of Indiana and Marion County, as well as the Butler University Rules of Conduct and the Butler University Alcohol Policy. Chapter members should be aware of and informed regarding current policies, laws, regulations or rules that relate to the use of alcohol.

2. Butler’s requirements are consistent with national organizational policies and FIPG risk management policy. They are intended to supplement individual chapters’ social and risk management policies.

3. No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.

4. No chapter shall provide or allow any alcohol at membership recruitment activities or activities involving new members. (See also IFC and Panhellenic Association recruitment rules.)

5. Alcoholic beverages may not be served on or consumed outside of the chapter house on fraternity house premises except for during registered social events in an enclosed area involving a tent.

6. “Open parties” defined as those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are prohibited.

7. No member or pledge/associate/new member shall permit, tolerate, encourage, or participate in “drinking games.” The definition of drinking games shall include, but is not limited to, the consumption of shots of alcohol, liquor, or alcoholic beverages, the practice of consuming shots equating to one’s age, beer pong, century club, dares, or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.

8. Social events involving alcohol may be held only on Friday and Saturday nights. No social events involving alcohol may be held during University reading days, University finals week or during breaks. Events involving alcohol must end by 2 a.m., except outside events involving amplified sound – which must end by 11 p.m. to comply with the city noise ordinance. Sound must be contained indoors after 11:00 p.m. Alcohol sales must end at 1:30 a.m. or 30 minutes prior to the end of the event, whichever is earliest.

9. All events must be properly registered by the Friday one week prior to the date of the event. (See the Registration section for the specific requirements.)

10. Any social function/event involving the distribution and consumption of alcohol must employ a third-party vendor, who is responsible for:

   (a) The "vendor" must carry General Liability insurance with a per occurrence limit of not less than $2,000,000 combined single limit for bodily injury and property damage. The limit of $2,000,000 can be achieved by the General Liability policy alone, or with a combination of General Liability and Umbrella coverage. If the vendor will be serving or supplying alcohol, the insurance coverage must also include Liquor Liability with a limit of no less than $1,000,000 per claim. The vendor shall also provide proof of Workers Compensation coverage which includes Employer's Liability of not less than $100,000, each accident; $100,000, each employee by disease; and $500,000, per policy by disease. Proof of all coverages listed above shall be in the form of a certificate of insurance showing Butler University (and other entities to be determined) as an Additional Insured under General Liability. The certificate shall be submitted no less than seven (7) days prior to the event, with carriers satisfactory to Butler University, and with an AM Best rating of A, VII or better.

   (b) Containing and distributing all alcohol beverages.

   (c) Confirming legal drinking age (21) of the guests to whom they sell alcohol every time alcohol is purchased.

   (d) All alcohol distribution on a per drink basis with cash exchange.
(e) Alcoholic drinks are limited to standard servings of beer, wine and mixed drinks containing only one type of alcohol. Shots of hard liquor and mixed drinks containing more than one type of alcohol (e.g., “Long Island Iced Tea”) are prohibited.

(f) Dutiful monitoring of alcohol consumption and if necessary, subsequent denial of alcohol in cases of, but not limited to: unruly behavior, apparent alcohol abuse, severe intoxication, or any other situation, left to their discretion which would indicate the need to deny individuals the ability to purchase alcohol.

(g) The use of any alternate method of alcohol distribution (e.g., BYOB, house distribution, individual room distribution, etc.) other than that of a third-party vendor is strictly prohibited.

10. The attendance list, submitted in addition to the registration form (see Registration), must be strictly monitored by no fewer than two individual members of the chapter sponsoring the event. Under no circumstances should the list used during the event deviate from the attendance list that was previously submitted and approved. The monitors will be currently enrolled Butler undergraduate students and are responsible for confirming invitations and preventing any individual from entering/exiting a social event with alcohol. The Director of Greek Life may grant permission for the hired security personnel to monitor the list when arranged in advance.

11. In accordance with state law, no one under the age of 18 is allowed in a restricted area where alcohol is furnished.

12. Signs must be posted at the entrance to the event, near the alcohol distribution site, by any public/house phone and in bathrooms stating: In the event of an emergency, including fire or medical response, contact the Butler University Police, (317) 940-9999.

13. There must be a minimum of four sobriety monitors present at any social event involving alcohol distribution; sobriety monitors, selected from the chapters sponsoring the function must not consume any alcoholic or otherwise intoxicating substances for the duration of the event so that they may assist in the case of an emergency or any other situation necessitating their aid. (Each sponsoring chapter should provide at least one such monitor.)

14. Adequate, non-alcoholic food and beverage alternatives (e.g., soft drinks, pretzels, chips, bottled water, etc.) must be present and readily accessible at all social events involving alcohol distribution. Water fountains and soft drink machines are not considered adequate accessibility.

15. These guidelines shall be in effect throughout the calendar year.

Security

1. All chapters hosting/sponsoring a social function where alcoholic beverages are being sold, distributed, and consumed are required to provide security for the event. There must be a minimum of two security officers from a company designated to provide services for these events (contact the Director of Greek Life for more information).

2. The University police will meet and brief the hired security personnel on site at least 15 minutes prior to the start of the function.

3. The host chapter shall agree to direct hired security to do the following during the event:
   (a) Walk the hallways of the house to ensure compliance of Greek polices;
   (b) Monitor the dance floor;
   (c) Walk the exterior of the building;
   (d) Ensure that the approved guest list submitted previously is being followed. No additional names can be added and (if not on the approved list, admittance shall be denied);
   (e) That there is no consumption of alcoholic beverages by those less than 21 years of age;
   (f) Make contact with the University police if there are any violations of University policies; and
   (g) Ensure that there is no other distribution of alcohol during the hours of the approved event.

4. The University police will check the premises at some point during the event to confirm that procedures are being followed.

5. At the discretion of the University police or the security company, additional officers may be required for larger events. (An average of one officer for every 100 people expected is recommended.)
Registration
A social event that necessitates registration is one that meets one or more of the following criteria:
- Any event in which alcohol is present.
- The event was discussed during a chapter or executive committee meeting, or was advertised by any means (e.g., word of mouth, chapter listserv, invitations, T-shirts, Facebook, or other social media, etc.).
- Chapter funds were used in any way.
- An objective observer would construe the function as a chapter-related event.
1. All on-campus social functions and individual in-house “date functions” must be registered by noon on the Friday of the week preceding the date of the event.
2. Social events with alcohol present may only be held on either Friday or Saturday night. (Functions not involving the availability of alcohol are governed in the section Procedures for social events not involving the availability of alcohol noted below.
3. Any chapter wishing to sponsor a registered social function must have all IFC and/or Panhellenic Association dues paid in full (this includes fines and other fees). All chapters with outstanding debts at the time of registration will not be permitted to sponsor an event.
4. Sponsorship for any single social event must be in accordance with all sponsoring chapters’ national policies in terms of the number of chapters/organizations that can sponsor an event and if a chapter/organization is allowed to participate depending on the nature of the event and where the event will take place.
5. The hosting fraternity of the social event should complete the Event Registration Form (available from the office of Greek Life) - detailing the sponsoring chapters, date of the function, location of the function and approximate time of the function. The completed form is to be returned to the Director of Greek Life.
6. The hosting fraternity must submit a “master copy” of the complete attendance list for the event by the Wednesday before the function. Each sponsoring chapter/organization, including the hosting fraternity, must submit an individual attendance list, with the name of the chapter/organization at the top of each page.
   (a) The attendance list must be typed and in alphabetical order by last name.
   (b) The total number of individuals on the master list (members of all participating chapters plus guests) must not exceed the chapter house’s designated occupant load (as confirmed by the Indianapolis or Indiana Fire Marshal) for the hosting chapter’s house, if the event will occur inside the chapter house.
   (c) By placing a guest’s name on a guest list for a social event and admitting him/her to the social event, the chapter assumes responsibility for that guest’s behavior during the event.
   (d) At no time shall the hosting fraternity allow any individual into the social function without first confirming their ‘invitation’ by way of checking the guest list approved by the Director of Greek Life. Individuals shall not be added to the guest list during the event.
   (e) If the event will occur outside, the total number of individuals allowed in attendance must not exceed the occupant load for the areas designated and must not exceed the ratio of three guests: one member.
   (f) For events hosted outside the chapter house, the area must be enclosed (e.g. tent or privacy fence) with an unobstructed exit. For events involving a third-party vendor, the outdoor area must be confined to a tent.
7. Third-party vendor registration is handled directly through the office of Greek Life; a copy of the contract agreed upon by the hosting fraternity and vendor (including proof of the vendor’s certificate of insurance) are to be faxed to the Director of Greek Life no less than seven days immediately prior to the date of the event.
8. Upon completion of the registration process, each Thursday afternoon, the Director of Greek Life will notify the University police, the Vice President for Student Affairs, the Dean of Student Life, the presidents of all chapters sponsoring the function and any other office/individual to whom the
weekend social schedule is pertinent, officially confirming the successful completion of the registration process.

Investigation
The Vice President of Student Affairs and/or designee has the right to conduct an investigation and pursue University conduct charges.

Scope
No document can cover all possible situations that may arise. When these provisions are not specific, chapters are to conduct their activities in the spirit of social responsibility embodied in these requirements.

Procedures for social events not involving the availability of alcohol

1. Social events may be held Thursday, Friday or Saturday nights until 2:00 a.m., except outside events involving amplified sound – which must end by 11 p.m. to comply with the city noise ordinance. No social events may be held during University reading days, finals week or breaks.
2. All on-campus social functions and individual in-house "date functions" must be registered by noon on the Friday of the week preceding the date of the event. (See the Registration section for the specific registration requirements.)
3. Signs must be posted at the entrance to the event, by any public/house phone and in bathrooms stating: "In the event of an emergency, including fire or medical response, contact the University police (317) 940-9999."
4. These guidelines shall be in effect throughout the calendar year.

Security
Security and an attendance list are not required for socials at which alcohol is not available, unless deemed necessary for specific social events.

Registration
A social event that necessitates registration is one that meets one or more of the following criteria:
- The event was discussed during a chapter or executive committee meeting, or was advertised by any means (e.g., word of mouth, chapter listserv, invitations, T-shirts, Facebook, text messaging, etc.).
- Chapter funds were used in any way.
- An objective observer would construe the function as a chapter-related event.
1. All on-campus social functions and individual in-house "date functions" must be registered by noon on the Friday of the week preceding the date of the event.
2. Functions must be registered with the Director of Greek Life.
3. Any chapter wishing to sponsor a registered social function must have all IFC and/or Panhellenic Association dues paid in full (this includes fines and other fees). All chapters with outstanding debts at the time of registration will not be permitted to sponsor an event.
4. Sponsorship for any single social event must be in accordance with all sponsoring chapters’ national policies in terms of the number of chapters/organizations that can sponsor an event and if a chapter/organization is allowed to give money towards the function depending on what type of event it is and where the event takes place.
5. The hosting fraternity of the social event should complete the Event Registration Form (available from the office of Greek Life) - detailing the sponsoring chapters, date of the function, location of the function and approximate time of the function. The completed form is to be returned to the Director of Greek Life.
6. Upon completion of the registration process, each Thursday afternoon, the Director of Greek Life will notify the University police, the Dean of Student Life, the presidents of all chapters sponsoring the function and any other office/individual to whom the weekend social schedule is pertinent, officially confirming the completion of the registration process.

**Investigation**

The Vice President for Student Affairs, and/or designee has the right to conduct an investigation and pursue University conduct charges.

(The Greek Alcohol and Social Event Procedures are reviewed annually by the Vice President for Student Affairs.)

Last updated: August 2016
DRUG-FREE SCHOOLS AND CAMPUS ACT COMPLIANCE

The illegal or abusive use of alcohol and other drugs by members of the campus community jeopardizes the safety of the individual and the community, and is contrary to the academic learning process. Butler University is committed to having a campus that is free of the illegal or abusive use of alcohol and other drugs. In keeping with this commitment it is the policy of the University that the illegal or abusive use of alcohol and other drugs is prohibited on University property or as part of University activities. In order to inform all University students of their responsibilities as set forth in the Drug-Free Schools and Communities Act Amendments of 1989, the following information is provided:

1. The Butler University Rules of Conduct prohibit the unauthorized use, possession, or distribution of any controlled substance or illegal drug.
2. Conduct sanctions the University may employ for violations of the University drug and alcohol policies include dismissal, suspension, probation, restitution, suspension from University housing and forfeiture of financial assistance, or such other sanctions as deemed appropriate by the University. Students may be accountable to both civil authorities and the University for acts that constitute violations of law and University policy. Student conduct action at the University will normally proceed during the pending of criminal proceedings and will not be subject to challenge on the ground that criminal charges involving the same incident have been dismissed or reduced.
3. Applicable legal sanctions under federal, state, and local law state that it is unlawful to possess a controlled substance, including marijuana, cocaine, LSD, PCP, heroin, designer drugs, etc. (Federal Law Title 21 USC, Sections 841, 844, 845). The penalty for simple possession of such substances is a fine and/or imprisonment. The penalties increase if the possession includes intent to manufacture, distribute, or dispense a controlled substance, especially if it is near a public or private elementary, vocational or secondary school, or a public or private college or University. Violators of this law may also be subject to civil penalties.
4. It is a violation of Indiana state law for anyone under the age of 21 to use or possess alcoholic beverages or to misrepresent their age for the purpose of purchasing alcoholic beverages. It is also unlawful for someone over the age of 21 to make alcoholic beverages available to someone under 21. Sanctions for the violation of this law may include a fine and/or imprisonment. Additionally, see Butler University’s Alcohol Policy for Students.
5. It is a violation of Indiana state law for anyone to use, possess, manufacture, distribute or dispense controlled substances (Ind. Code Sec. 35-48-4-1 et seq.). Penalties include fines and/or imprisonment. Again, penalties increase if such activities take place near public parks, housing projects, or schools.
6. Students who receive federal financial aid must understand that the 1998 amendments to the Higher Education Act of 1965, Section 484 (r) includes a student eligibility provision related to drug possession and selling. A student who is convicted of a state or federal offense involving the possession or sale of
an illegal drug that occurs during a period of enrollment in which federal student aid was received is not eligible for federal funds. Federal aid is comprised of grants, student loans, and college work study. The timeframe for ineligibility begins on the date of conviction and lasts until the end of a specified period as outlined below:

<table>
<thead>
<tr>
<th>Possession of illegal drugs</th>
<th>Sale of illegal drugs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st offense</td>
<td>2 years from date of conviction</td>
</tr>
<tr>
<td>2nd offense</td>
<td>Indefinite period</td>
</tr>
<tr>
<td>3+ offenses</td>
<td>Indefinite period</td>
</tr>
</tbody>
</table>

Provisions do exist for regaining eligibility sooner.

7. Health risks associated with the use of illegal drugs and abuse of alcohol are staggering. The abuse of alcohol and other drugs is now recognized as the number one public health problem in the United States. Approximately 30 percent of all admissions to general hospitals and 50 percent to psychiatric hospitals have detectable substance abuse. Substance abuse accounts for approximately 150,000 deaths annually. This includes death from stroke, diseases of the heart, liver and all drug and alcohol related suicides, homicides and accidents. The abuse of substances also increases risk of ulcers, birth defects, and a diminished immune system. Studies of college students have also found a correlation between the use of alcohol and other drugs and an increased risk of violent and irresponsible behavior and academic failure.

8. The University encourages students who are experiencing substance abuse problems to seek assistance from resources available to them on campus, as well as from agencies and self-help groups available in the community. A list of these resources is available from Health Services and Counseling and Consultation Services located in the HRC, (317) 940-9385.

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### Resources
- Human Resources
- Consumer Information
- Title IX
- Strategic Initiatives
- Contact Us

### Media & Partners
- Newsroom
- Community & Corporate Partners
- Licensing
- Butler Blue III "Trip" Appearances
- "Riink" Appearances

### E-Tools
- BUnmail
- Moodle
- My.Butler
- Google Apps
- IT Help Desk

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OUR APPROACH TO ALCOHOL

- Wet vs. Dry Campus
- Clear Rules
- Conduct Probation
- Alcohol and Consent
- Indiana's Enforcement of Alcohol Laws
- Possible Consequences
OUR APPROACH TO ALCOHOL

The prevalence of alcohol on college campuses is a reality. Within the framework of one’s personal values, Butler students will make choices about whether to consume or not. The University provides education about alcohol's effects on the body, about the potential consequences of use and misuse, and about how to recognize when someone needs medical intervention. We encourage students to make safe, healthy and legal choices.

Educational Programs

• Incoming students are asked to complete an online course entitled Think About It, that will review consent, healthy relationships, substance use, sexual violence, stalking, mental health, and making responsible choices as an adult and a member of our community.

• Within the first week of arriving on campus in August, incoming students participate in a peer-led conversation entitled Red Cup Culture to converse about the campus social scene.

• Residence life staff members, PAWS/GEAR peer health educators, and Greek leaders host activities throughout the year.

• Students found responsible for violations of the alcohol policy may be directed to:
  • Online educational modules.
  • An in-house alcohol & other drug seminar or a mandated substance assessment.
  • The Community Restoration Project, a three-hour campus clean up activity.
  • Take the Challenge, a three-hour workshop led by Butler Challenge Education staff.

Student Alcohol Policy

• Is located in the Rights and Responsibilities section of the Student Handbook
• Alcohol Policy Quick Reference (PDF)
• Student Organizations Alcohol & Social Events Procedures (PDF)
• Greek Alcohol & Social Events Procedures (PDF)
• Possible Consequences for Alcohol Policy Violations

On-Campus Support

• Counseling & Consultation Services
• Health Services

For More Information

• Office of the Vice President for Student Affairs
OUR APPROACH TO ALCOHOL

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POSSIBLE CONSEQUENCES FOR VIOLATIONS OF THE BUTLER STUDENT ALCOHOL POLICY

- The University's response starts with a conversation with a conduct officer. (A conversation with Excise Police or a University police officer may have preceded the conduct meeting. Anyone cited or arrested for a violation of the law will also participate in the criminal adjudication process and be responsible to meet the requirements established by the courts in addition to what the University requires.)
- A conduct file is created; it exists until one graduates... and longer in more serious cases where suspension or dismissal comes into play. Some graduate programs and prospective employers inquire if one has a conduct record and requests the University to verify it contents. Butler will release conduct records to employer's and/or graduate schools with the student's written permission.
- Parents may be notified for violations of the alcohol/drug policies. If circumstances warrant, this could be on a first offense.
- Students on conduct probation, for whatever reason, may not participate in Greek recruitment or serve in campus leadership positions like Student Orientation Guide, Resident Assistant, etc.
- Students risk losing priority housing options like the ability to preference an apartment setting during the housing lottery.
- Students may be asked to reflect and write about their choices and how they support one's personal values and life goals.
- Students could be assigned an online educational module or other research project.
- Students might spend a early weekend morning participating in a structured campus or neighborhood clean up.
- If a student seems to lack an understanding of how substances affect our bodies, they would be assigned to take an alcohol/drug class.
- If a student seems challenged with decision-making they could be assigned to "Take the Challenge," a three-hour workshop led by Butler challenge education staff.
- A referral for a mandated assessment with an alcohol/drug counselor might be required. A student would be held to the recommendations that result from an assessment.
- COPHS students, student-athletes, and student employees risk having their dean/coach/campus employer notified about behaviors that are not in line with program standards and expectations.
- Students may be dismissed from Butler temporarily, or if warranted, for good.

VIOLATIONS OF INDIANA LAW

It is also possible that a student will have received a summons arrest from law enforcement as a result of the same incident. Refer to Indiana's Enforcement of Alcohol Laws for an understanding of how this is addressed through the Marion County courts.

More information about the Butler University Student Alcohol Policy can be found within the Student Handbook.
Click, Sally

Subject: FW: Understanding Your Rights and Responsibilities

From: Butler Student Announcement [mailto:allcampus@butler.edu]
Sent: Monday, August 24, 2015 3:37 PM
To: Butler Student Announcement
Subject: Understanding Your Rights and Responsibilities

Understanding Your Rights and Responsibilities

As a member of the Butler University community, you deserve to know your rights and responsibilities. You are expected to know the code of conduct and be familiar with policies and procedures related to:

- Residence life
- Academic integrity
- Computer use
- Alcohol and drug use
- Sexual misconduct
- Harassment and discrimination
- Hazing
- Educational records
- Student organizations
- Student conduct system

Updated each year, the Student Handbook addresses these key areas and provides helpful information about campus life and available resources. Take some time to review the 2015–2016 Student Handbook to learn more.

All community members should be familiar with Butler’s Civil Rights Equity Grievance Policy (CREGP).

Butler University actively fosters an inclusive environment of respect where differences are honored. All individuals who work, study, and participate in Butler
activities have the right to be free of harassment and discrimination. Addressed within this policy are sexual harassment, sexual misconduct, and sexual exploitation as those actions are considered extreme forms of harassment. Additionally addressed is discrimination based on race, ethnicity, sex, sexual orientation, gender identity or expression, disability, age, and any other protected characteristic. All campus community members should familiarize themselves with the expectations set forth in the CREGP.

To report CREGP concerns or suspected violations, you can email TitleIX@butler.edu or contact Title IX Coordinator, Stacie Colston Patterson at 317-490-6509.

There is no time limit to report, but do so as soon as possible so issues can be addressed and resolved. Utilize the available campus resources and local services. Students may access Counseling and Consultation Services and a Victim Advocate for free. For support resources please visit www.butler.edu/respect.

Please keep in mind that our campus is a Community of C.A.R.E. where we take personal responsibility, encourage others to do the right thing, and have each other’s backs. We hope you think deeply about these critical issues and recognize when you should step in.

Bulldogs do something!

Dr. Levester Johnson
Vice President for Student Affairs
The foundation of a **Community of C.A.R.E.** rests upon fundamental understandings among community members. As members of an academic community, students are accorded personal freedoms and rights. These privileges of community membership are accompanied by corresponding responsibilities and obligations. Butler University can best perform its educational mission when students share with other members of the community the responsibility for orderly conduct in an environment of mutual respect.

As a member of the Butler University community, you deserve to know your rights and responsibilities. You are expected to know the code of conduct and be familiar with policies and procedures related to:

- Residence life
- Academic integrity
- Computer use
- Alcohol and drug use
- Sexual misconduct
- Harassment/Discrimination
- Hazing
- Educational records
- Student organizations
Student conduct system

Updated each year, the Student Handbook addresses these key areas and provides helpful information about campus life and available resources. Take some time to visit the Student Conduct website, and review the 2014-2015 Student Handbook to learn more.

Office of the Vice President for Student Affairs
Atherton Union, room 200
317-940-9570

Click here to forward this mailing with your personal message.

This email was sent to: mhaggert@butler.edu
This email was sent by: Butler University
4600 Sunset Ave., Indianapolis, IN 46208

Click here to leave this mailing list.

Click here to view our privacy policy.
The Student Handbook is a comprehensive resource that contains important information regarding University services, policies and procedures. Students should pay particular attention to the Rights and Responsibilities section. All students are expected to act in compliance with University rules and regulations.

The Handbook has transitioned from a pdf document to a web site for 2015-16. For information and/or clarification, contact the Office of the Vice President for Student Affairs in Atherton 200, 317-940-9570.
The Handbook contains important information regarding University services, policies and procedures. Pay particular attention to the Rights and Responsibilities section. All students are expected to act in compliance with University rules and regulations.

The handbook is a comprehensive resource with helpful campus information.

For information and/or clarification, visit the Office of the Vice President for Student Affairs in Atherton Union, Room 200 or call ext. 9570.
Substance Abuse Policy – Annual Notification

As a part of its commitment to safeguard the health of its employees, to provide a safe environment, and to promote a drug-free community, Butler University established a Substance Abuse policy in regard to the use or abuse of alcohol and illegal drugs by its employees and applicants for employment. This policy complies with the federal “Drug Free Workplace Act of 1988.”

The University established this policy to ensure that employees do not abuse alcohol or use illegal drugs while engaged in University-related activities or business. The purpose of the policy is to communicate the University’s position on alcohol and drug abuse in the workplace and to advise employees of testing and other procedures that will be used if abuse is observed or suspected.

The policy is found at: http://legacy.butler.edu/media/936720/substanceabusepolicy.pdf

For information on drug and alcohol counseling employees may contact:

Employee Assistance Program Consultants (EPAC)   To confidentially request services online visit www.eapconsultants.com ~ password OneAmericaEAP To confidentially request services via phone call 1-800-869-0276
Complying with Drug-Free School Regulations

Butler University is required to remind students who receive federal financial aid that the Higher Education Act includes a student eligibility provision related to drug possession and selling. A student who is convicted of a state or federal offense involving the possession or sale of an illegal drug that occurs during a period of enrollment in which federal student aid was received is not eligible for federal funds. Federal aid is comprised of grants, student loans, and college work study.

The timeframe for ineligibility begins on the date of conviction and lasts until the end of a specified period as outlined below.

Possession of illegal drugs

1st offense- 1 year from date of conviction

2nd offense- 2 years from date of conviction Indefinite period

3 + offenses- Indefinite period

Sale of illegal drugs

1st offense- 2 years from date of conviction

2nd offense- Indefinite period

Alcohol and Other Drug Education Seminar Qualitative Feedback 2015

Responses to Open-Ended Questions

Question: After taking this seminar, what are some changes you're thinking about making or planning to make to your alcohol or drug use? You can write as many as you'd like, but please list at least one.

<table>
<thead>
<tr>
<th>Participant #</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pacing myself and stopping when I'm drunk</td>
</tr>
<tr>
<td>2</td>
<td>After this seminar, I will change how much I drink at a given time.</td>
</tr>
<tr>
<td>3</td>
<td>I have already made many changes since the incident, but I plan to have a plan every night before starting to drink.</td>
</tr>
<tr>
<td>4</td>
<td>I plan on drinking alcohol when it is not only legal, but in an environment in which I trust everyone.</td>
</tr>
<tr>
<td>5</td>
<td>I will definitely have a plan of how much to drink because if I drink too much, the consequences are not good.</td>
</tr>
<tr>
<td>6</td>
<td>Eliminate my drug use by 100% and lower my alcohol intake</td>
</tr>
<tr>
<td>7</td>
<td>Really focus on keeping track of consumption</td>
</tr>
<tr>
<td>8</td>
<td>I do not plan on smoking marijuana again to avoid possible consequences with my pharmacy career.</td>
</tr>
<tr>
<td>9</td>
<td>I would like to stop smoking</td>
</tr>
<tr>
<td>10</td>
<td>Just to drink more responsibly</td>
</tr>
<tr>
<td>11</td>
<td>Not going out with attention on drinking and more? [writing unclear] about the social aspect. Keep from pre-gaming</td>
</tr>
<tr>
<td>12</td>
<td>I don’t plan on drinking for a while, but when I do I will not be drinking a lot. From now on I'm going to be a responsible drinker and always keep track of how much I have.</td>
</tr>
<tr>
<td>13</td>
<td>Continue to not drink</td>
</tr>
<tr>
<td>14</td>
<td>I am thinking that I should probably cut back [next word unclear] on my drug and alcohol use. Not only is it affecting [next word unclear] and me negatively? [writing unclear], it is [next word unclear] me [next word unclear] and that needs to change.</td>
</tr>
<tr>
<td>15</td>
<td>Quitting all drugs/alcohol</td>
</tr>
<tr>
<td>16</td>
<td>I am going to be careful of who and where I choose to drink if I drink in the future, and I am always going to make sure I know what and how much I am drinking if I choose to</td>
</tr>
<tr>
<td>17</td>
<td>Being more responsible with my consumption of alcohol, being aware of my surroundings and who I am with</td>
</tr>
<tr>
<td>18</td>
<td>Going to control the amount of intake as well as knowing when it is an appropriate situation to drink.</td>
</tr>
<tr>
<td>19</td>
<td>I want to start drinking beer more than liquor.</td>
</tr>
<tr>
<td>20</td>
<td>To have more moderation</td>
</tr>
<tr>
<td>21</td>
<td>My goal is to be able to set a limit and stick to it.</td>
</tr>
<tr>
<td>22</td>
<td>I am thinking that I am going to focus more on how much I drink and not just trusting those around me to not put me in a bad situation.</td>
</tr>
<tr>
<td>23</td>
<td>I plan to drink in moderation and at a slow pace.</td>
</tr>
<tr>
<td>24</td>
<td>I am not going to drink like I used to.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>25</td>
<td>No drinking in Ross, no smoking in Ross, smoke/drink responsibly</td>
</tr>
<tr>
<td>26</td>
<td>Being more aware of how many “drinks” I consume; spreading them out if I ever do choose to drink; Be the sober one of my friends more often then not</td>
</tr>
<tr>
<td>27</td>
<td>Don’t keep drugs on me and have a game plan when I go out</td>
</tr>
<tr>
<td>28</td>
<td>Don’t smoke or drink out of boredom</td>
</tr>
<tr>
<td>29</td>
<td>I don’t plan on changing, but I will be more careful.</td>
</tr>
<tr>
<td>30</td>
<td>I’m going to stop having drugs in my room.</td>
</tr>
<tr>
<td>31</td>
<td>I think some changes are to go out, but not drink. Find activities to do besides going out. I have already begun to plan out what I am going to do this weekend instead of going out. I wish that Butler had more activities/programs for students.</td>
</tr>
<tr>
<td>32</td>
<td>Caution is an underrated term.</td>
</tr>
<tr>
<td>33</td>
<td>Spending time around more positive influences</td>
</tr>
<tr>
<td>34</td>
<td>If I had a problem I would change it but I don’t have one. I will just be smarter about where and when it happens.</td>
</tr>
<tr>
<td>35</td>
<td>Lose the friends who are negatively affecting my life.</td>
</tr>
<tr>
<td>36</td>
<td>I’m only limiting my use to weekends.</td>
</tr>
<tr>
<td>37</td>
<td>Choose friends that will make you better.</td>
</tr>
<tr>
<td>38</td>
<td>Watch who and where I am</td>
</tr>
<tr>
<td>39</td>
<td>Making smart decisions with people I trust.</td>
</tr>
<tr>
<td>40</td>
<td>Abstaining from marijuana, being smarter when drinking</td>
</tr>
<tr>
<td>41</td>
<td>I’m over a month sober and I’m really happy with the changes I’ve felt.</td>
</tr>
<tr>
<td>42</td>
<td>Pay more attention to my academics and sports and less on partying and getting drunk</td>
</tr>
<tr>
<td>43</td>
<td>I think I will continue not drinking on campus because it isn’t worth the consequences.</td>
</tr>
<tr>
<td>44</td>
<td>Limit it a bit more and [next word unclear]. Be smarter with what I consume on a weekly basis. I have really learned from my mistake.</td>
</tr>
<tr>
<td>45</td>
<td>I will exercise “No” more as an option when faced with the question of going out when I have other important things to do.</td>
</tr>
<tr>
<td>46</td>
<td>Limiting if not completely cutting out use and just being more responsible and make better decisions</td>
</tr>
<tr>
<td>47</td>
<td>Tracking how many drinks I take at future parties.</td>
</tr>
<tr>
<td>48</td>
<td>Be more careful and drink less</td>
</tr>
<tr>
<td>49</td>
<td>Be smart if choosing to use. You and your friends can still have plenty of fun without getting trashed.</td>
</tr>
<tr>
<td>50</td>
<td>Not drinking as much and having a stopping point. Coming here to talk about a possible dependence</td>
</tr>
</tbody>
</table>

Question: Please provide any feedback you would like to give about the seminar. What did you find most or least helpful? Are there any changes you would recommend or topics you wished were covered?

<table>
<thead>
<tr>
<th>Participant #</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The sitting with other students was helpful to know I’m not the only one with this issue.</td>
</tr>
<tr>
<td>2</td>
<td>I found the discussion helpful. It was helpful to hear other people’s point of view.</td>
</tr>
<tr>
<td></td>
<td>I thought the best part was discussion. Incorporate as much as possible.</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4</td>
<td>I found it was a very open conversation and like all the topics we covered. I don’t think I would change anything.</td>
</tr>
<tr>
<td>5</td>
<td>I enjoyed how it wasn’t like a lecture.</td>
</tr>
<tr>
<td>6</td>
<td>I found the opening up was most helpful and the instructor giving life experiences helped.</td>
</tr>
<tr>
<td>7</td>
<td>Everything was great.</td>
</tr>
<tr>
<td>8</td>
<td>I really liked the format. It was engaging and not boring.</td>
</tr>
<tr>
<td>9</td>
<td>Very good seminar</td>
</tr>
<tr>
<td>10</td>
<td>Most helpful = the open atmosphere!</td>
</tr>
<tr>
<td>11</td>
<td>The seminar was run very well, no changes needed.</td>
</tr>
<tr>
<td>12</td>
<td>I found it helpful and open. We weren’t being talked at the whole time and it made the time go by fast. I really liked the videos too.</td>
</tr>
<tr>
<td>13</td>
<td>Very well conducted</td>
</tr>
<tr>
<td>14</td>
<td>I did like the openness of the seminar but since it started so quick I felt like I didn’t know anyone. This was good because it was anonymous, but bad because I felt self-conscious the whole time.</td>
</tr>
<tr>
<td>15</td>
<td>This was very helpful and great discussion</td>
</tr>
<tr>
<td>16</td>
<td>I appreciated that it wasn’t super judgmental…..it’s hard coming in here and being vulnerable.</td>
</tr>
<tr>
<td>17</td>
<td>I would say the seminar is fine the way it is</td>
</tr>
<tr>
<td>18</td>
<td>It was better than I expect. Don’t make people explain why they had to come!</td>
</tr>
<tr>
<td>19</td>
<td>Most helpful was discussion. It’s good to hear where everyone is at and know you’re not alone.</td>
</tr>
<tr>
<td>20</td>
<td>NO RESPONSE</td>
</tr>
<tr>
<td>21</td>
<td>Defining what was abuse and what is recreational was really helpful</td>
</tr>
<tr>
<td>22</td>
<td>I thought the seminar was very informative. I liked the card activity w putting them in order. I thought that was the most shocking in showing what my behavior has been like.</td>
</tr>
<tr>
<td>23</td>
<td>I think it was very helpful because it was very informative and very open which was nice.</td>
</tr>
<tr>
<td>24</td>
<td>I wish I would’ve refrained from drinking as much as I did.</td>
</tr>
<tr>
<td>25</td>
<td>It was great, I wouldn’t change a thing</td>
</tr>
<tr>
<td>26</td>
<td>I thought it was a well-organized/structured seminar. I enjoyed sitting through it and getting involved and feeling like I was able to be open made it that much better</td>
</tr>
<tr>
<td>27</td>
<td>Very helpful support!</td>
</tr>
<tr>
<td>28</td>
<td>Really helped to give an understanding point of view from an adult</td>
</tr>
<tr>
<td>29</td>
<td>I appreciated the open discussion</td>
</tr>
<tr>
<td>30</td>
<td>NO RESPONSE</td>
</tr>
<tr>
<td>31</td>
<td>Your seminar was really good, second time should be a charm! I don’t think there are any changes and it is not to have another reference.</td>
</tr>
<tr>
<td>32</td>
<td>The woman who ran the show today was empathetic, honest, and perfect for the situation. I have to say, thank you.</td>
</tr>
<tr>
<td>33</td>
<td>NO RESPONSE</td>
</tr>
<tr>
<td>34</td>
<td>Good course. Taught well. A+</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>---</td>
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</tr>
<tr>
<td>35</td>
<td>Seems fine to me.</td>
</tr>
<tr>
<td>36</td>
<td>She understood us and didn’t condemn us for our actions. She listened well and didn’t force opinions on us.</td>
</tr>
<tr>
<td>37</td>
<td>You are very understanding and relatable. Not at all.</td>
</tr>
<tr>
<td>38</td>
<td>It was very helpful that our facilitator understood and wasn’t judgmental.</td>
</tr>
<tr>
<td>39</td>
<td>Friendly conversation was great. N/A</td>
</tr>
<tr>
<td>40</td>
<td>To be in a welcoming environment is nice. No changes.</td>
</tr>
<tr>
<td>41</td>
<td>Maybe update a few of the pre-test questions.</td>
</tr>
<tr>
<td>42</td>
<td>No changes. The welcoming feeling was great and it was informative.</td>
</tr>
<tr>
<td>43</td>
<td>I enjoyed the self-assessment. The tests were very effective. I like how relaxed it was.</td>
</tr>
<tr>
<td>44</td>
<td>It was very helpful and opened my eyes to the world of being sober.</td>
</tr>
<tr>
<td>45</td>
<td>Shana was absolutely amazing and made the seminar very interactive and enjoyable. No changes should be made 😊</td>
</tr>
<tr>
<td>46</td>
<td>I like Dr. Markle, she is very nice and understanding.</td>
</tr>
<tr>
<td>47</td>
<td>This was very informative and I have no suggestions.</td>
</tr>
<tr>
<td>48</td>
<td>Not that bad</td>
</tr>
<tr>
<td>49</td>
<td>I kind of enjoyed the seminar. It was relaxed yet very informative at the same time. You were very relatable which I think makes people feel more comfortable sharing.</td>
</tr>
<tr>
<td>50</td>
<td>I really enjoyed this class (wish I did not have to attend) but you did a wonderful job with it. I’m not sure if anyone could do as well as you did with making us comfortable and not lecturing on unlikely situations. Thank you so much!</td>
</tr>
</tbody>
</table>
Red Cup Culture Program for New Students

The Red Cup Culture is a film featuring Butler students speaking candidly about the BU party scene and the choices they have been faced with during their time on campus. All new students will view this film and engage in a follow-up discussion with peer educators from the Red Cup Culture Team this Wednesday & Thursday.

The Red Cup Culture film will be shown on the big screen in the Reilly Room for new Butler students on Wednesday & Thursday evenings at 7 & 8:30PM. New students* should consult with your Resident Assistant for your unit’s scheduled time and location. (*New students not residing in a residence hall can view the film on Tuesday @ 4PM in JH 236 prior to Block Party.)

For more information about the Red Cup Culture program please visit: http://www.butler.edu/health-education/peer-education/red-cup-culture/

Special thanks to Insomnia Cookies in Broad Ripple for providing treats to sweeten the experience for all students participating in this program!
Drug Facts Week in Starbucks... FREE SWAG!

Today, January 27 through Friday, January 31, is Butler University Drug Facts Week, hosted by Generation RX to increase awareness on prescription drug abuse! There will be daily giveaways throughout the week, so be sure to come visit us at the Starbucks tables and follow us on twitter @BU_GenRx, and our Facebook page!

Come check out our table at Starbucks on Monday, Wednesday, and Thursday from 11:00 a.m.-1:00 p.m. for great giveaways and drug fact knowledge. If you answer our daily question correctly, you will be entered in a drawing for one of four $20 bookstore gift cards.

**Wednesday, at 7:00 p.m. in PB150,** we will be having a documentary showing of the film “Out of Reach”, a short documentary created by a teen filmmaker that captures the issue of prescription drug abuse through the eyes of a teen. Cyrus Stowe, a 17-year-old high school student, addresses a personal connection to medicine abuse and interviews friends, classmates and others about medicine abuse and what it looks like in their world. The topics contained in the film are a reflection of this issue across the country. It was created in collaboration with mentor and director Tucker Capps (of A&E’s “Intervention”) and The Partnership at Drugfree.org’s Medicine Abuse Project. The film premiered at the 18th annual Genart Film Festival. Popcorn will be provided.

**Thursday, at 7:00 p.m. in PB150,** pharmacy, PA, and pre-health students are encouraged to come hear a guest speaker from the Indiana Pharmacist Recovery Network. This talk explores what it is like struggling with addiction while working in the healthcare field. Insomnia Cookies will be provided.

For daily questions to test your knowledge on prescription drug abuse, be sure to follow us on:

**TWITTER:** @BU_GenRX

**FACEBOOK:** https://www.facebook.com/butlerugenerationrx

**WEBSITE:** http://www.generationrx.wix.com/butler
Controlled Substances Contract

The purpose of this agreement is to protect your access to controlled substances and to protect our ability to prescribe to you. (Examples of controlled substances are narcotic pain medicines, tranquilizers, and stimulants.) Because of the potential for tolerance, dependence, and side effects, we need you to sign an informed consent when the use of controlled substances is expected to be ongoing. Also, because these drugs have potential for abuse or diversion, prescribing these medicines is tightly regulated, and we are strictly accountable for our prescribing policies. Thus, the following policies must be agreed by you as a condition for our willingness to prescribe controlled substances to you.

1. This medication will be prescribed by your primary provider, ___________________. In the event this provider is not available at a time when refills are appropriate, another member of the treatment team as designated by your provider will address your refill request.

2. You will not accept a prescription for a controlled substance from any provider outside of Butler University Health Services unless:
   a. You need to seek care elsewhere for an acute injury, illness, hospitalization or surgery necessitating the use of controlled substances, you may accept and use such a prescription
   b. If you accept controlled substances as described above, you must contact Butler Health Services during the next 1-2 business days, informing us of the use of the drug, the dosage, and the amount received. If needed, you will be given instructions on how to proceed.

3. Refill requests will be accepted only during office hours. You will not call outside of office hours for medication refills. Your medical provider’s treatment plan will determine when you may receive a refill, and whether you will need to be seen for an office visit before we can refill your medication. It is your responsibility to monitor your medications, and to request refills in a timely fashion. It is recognized, to allow for office work time, weekends, and holidays, or travel, that refills will need to be requested a few days before the refill date, but the refill may not be obtained before then.

4. Only one pharmacy will be used to refill your medication. Should the need arise to change a pharmacy, our office must be informed. The only exception will be for acute need outside of the local area but within Indiana state lines. We cannot authorize refills outside of Indiana state lines.

5. Butler University Health Services has permission to discuss all treatment details with the dispensing pharmacist or other providers who provide your health care for the purpose of maintaining accountability.

6. Medications will not be shared, sold, or used by anyone else other than for whom it is prescribed.

7. Medications will be taken exactly as prescribed. Discussions about changing needs, problems, or new circumstances will take place at scheduled office visit, at which time treatment changes will be considered.

PATIENT NAME: ___________________________________________  ID # ____________________________
8. The purpose of these medications is to safely improve function and quality of life. There is no guarantee that your specific symptoms will or can be completely relieved. If at any time it becomes evident that these safety, function, and quality of life goals are not being met, the provider will change the treatment plan or make a referral to another provider. This may include discontinuation of the controlled substance.

9. Controlled substances may be hazardous or lethal when used by people other than the intended patient. Such drugs are also subject to theft. You are responsible for the safety of your medications; they should not be left where others might see or otherwise have access to them. Lost, stolen, or damaged prescriptions will not be replaced. An exception may be made at the doctor’s discretion if you are seen for an office visit with a copy of the completed police report in case of theft.

10. These medications are not be be mixed with alcohol, any other non-prescribed sedative, or any illegal drugs.

11. Unannounced urine or drug test may be requested by your provider and your cooperation is required. Evidence of unauthorized drugs, illegal substances, alcohol or lack of appropriate use of prescribed medications, or attempt to falsify your results will be a violation of the contract.

12. Your doctor may refer you to other specialist, or health care provider to evaluate the reversible causes of your symptoms, or to provide additional relief of your symptoms. Failure to follow through with these referrals will be a violation of this contract.

13. If there is any question of inappropriate drug use, your doctor may refer you for assessment and treatment for addictive disorders. Failure to follow through with these referrals will be considered a violation of this contract.

14. Your controlled medications, in the original containers, will be brought to each office visit.

15. You understand that Butler University Health Services is under no obligation to prescribe controlled substances to you. Failure to adhere to any provision of this contract will be grounds for discontinuation of controlled substance prescribing, and referral to another provider for this purpose.

Patient Signature: ___________________________ Date: ______________________

Physician Signature: ________________________ Date: ______________________

Witness Signature: _________________________ Date: ______________________

PATIENT NAME: ___________________________ ID #: ______________________