



Drug-Free Schools and Campuses Regulation [EDGAR Part 86] Biennial Review
of the Bryn Mawr College Drug and Alcohol Prevention Program
for Academic Years 2019-2020 and 2020-2021

September 28, 2021

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Introduction

The following review has been conducted by Bryn Mawr College's Alcohol and Other Drug Committee (AOD Committee)¹ in accordance with the Drug-Free Schools and Campuses Regulations, EDGAR Part 86, to evaluate the effectiveness and consistency of policy enforcement of the Drug and Alcohol Prevention Program (DAAPP) of Bryn Mawr College and to recommend changes to that policy. This biennial review was approved by the President of Bryn Mawr College on September 28, 2021.

The Code of Federal Regulations, Section 86.100, states that an Institution of Higher Education's (IHE) drug prevention program must, at a minimum, include the following:

*The annual distribution in writing to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study, of--

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities;
- A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A description of any drug or alcohol counseling, treatment, rehabilitation, or re-entry programs that are available to employees or students; and
- A clear statement that the IHE will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct required by the first bullet, above.

*The law further requires a biennial review by the IHE of its program to--

- Determine its effectiveness and implement changes to the program if they are needed; and
- Ensure that the disciplinary sanctions (as described in the fifth bullet, above) are consistently enforced.

¹ The Alcohol and Other Drug Committee is comprised of staff and faculty:

Lillian Burroughs, Acting Bi-Co Executive Director of Campus Safety
Xuemei May Cheng, Dean of Graduate Studies and Professor of Physics
Glenn Cummings, Associate Dean and Director of Health Professions Advising
Kari Fazio, Chief Financial Officer and Chief Administrative Officer
Mary Beth Horvath, Associate Dean of the Undergraduate College
Ruth Lindeborg, Chief of Staff and Secretary of the College
Martin Mastascusa, Director of Human Resources
Elizabeth Roan, Assistant to the President for Events and Campus Outreach
Janet Shapiro, Dean of the Graduate School of Social Work and Social Research
Jennifer Walters, Dean of the Undergraduate College

Bryn Mawr College recognizes the serious effects of alcohol and other drug abuse on the performance and well-being of its students, faculty and staff. While respecting the independence of its community members, the college administration requires that all members of the campus community comply with local and federal laws, including those that govern use of alcohol and other drugs (AOD). To promote such compliance and to support a healthy campus culture, the College has implemented a Drug and Alcohol Prevention Program (DAAPP) that is designed to be comprehensive while addressing the needs of each population within the institution by articulating common standards for conduct, legal and institutional sanctions for violations, health risks associated with AOD abuse, and available resources such as counseling and treatment.

This document includes information regarding the dissemination of AOD policies to all members of the Bryn Mawr community; policy enforcement measures and statistics; a description and evaluation of current AOD programs, including goals and achievements; and recommended changes to the program to be pursued prior to the next review. In addition, this document includes copies of all policies and applicable emails sent to the community.

Annual Policy Notification Process

All Bryn Mawr College undergraduates, including guest, transfer, and postbaccalaureate students, receive a copy of the undergraduate *Student Handbook* each academic year in their campus mailboxes and via email prior to the start of the year. The *Student Handbook* contains:

- The Bi-College Alcohol and Drug Policies
- The Alcohol Policy
- Information on alcohol effects, services, and referrals
- The Drug Policy
- The Policy on Drug-Free Schools
- The Policy on Drug-Free Workplace
- Health risks associated with the use of illicit drugs
- The Smoking Policy
- The Party Policy

Copies of each of these documents have been attached as appendices. All policies are distributed to the undergraduate community each academic year via mail and email and are available to all Bryn Mawr College community members online (<https://www.brynmawr.edu/activities/event-planning/party-planning>), and are included in the *Student Handbook*, which is available online in a pdf format at www.brynmawr.edu/activities.

Students in the Postbaccalaureate Premedical Program are directed to the AOD policies found in the online undergraduate *Student Handbook* during their orientation in May. They are given a hard copy of the *Student Handbook* in September.

Students of the Graduate School of Social Work and Social Research (GSSWSR) are also governed by the College's AOD policies, which are found in its student handbook, identified as "GSSWSR Catalog," available online at <http://www.brynmawr.edu/socialwork/student-resources/>. During orientation, students are directed to this online handbook/catalog; additionally, they receive an email with the web address above.

The Graduate School of Arts and Sciences (GSAS) distributes printed copies of its own handbook containing the College's AOD policies to new students, exchange students, visiting scholars and to all

graduate directors at the beginning of each academic year. The continuing GSAS students and other GSAS faculty can also find the AOD policy detailed within the GSAS handbook available online at <http://www.brynmawr.edu/gsas/Resources/>.

Policies regarding AOD that apply to the faculty and staff of Bryn Mawr College appear in both the faculty and the staff handbooks. These handbooks and the AOD policies are available on the Human Resources website: <http://www.brynmawr.edu/humanresources/policies.html>. They are given to new employees on their first day of employment and are discussed during New Employee Orientation and during onboarding meetings with new faculty.

Drug and Alcohol Prevention Program (DAAPP)

Bryn Mawr College's Drug and Alcohol Prevention Program (DAAPP) is comprised of various components discussed below.

Environmental Elements

Bryn Mawr College has enacted the following programs and policies to minimize the importance of AOD in the lives of students and to ensure that students are aware of their responsibilities for events they host on campus.

1. Advertising Ordinance

The Bryn Mawr College Party Policy (attached here as Appendix B) forbids the mass advertisement of any event in which alcohol is expected. In addition, the Party Policy forbids the advertisement of any student event outside of the Tri-College community (Bryn Mawr, Haverford and Swarthmore Colleges).

2. ID Enforcement

The Bryn Mawr College Party Policy requires that anyone attending student events where alcohol is being served must be over the age of 18 to enter and 21 to consume. Anyone attending must show proper ID before entering the event. Non-Bryn Mawr College students must be accompanied by a Bryn Mawr College student in order to attend any student event.

3. Open Container Ordinance

In accordance with Pennsylvania State Law, Bryn Mawr College does not permit any open containers of alcohol in any public space on campus, including outdoor areas and non-residential buildings.

4. Party Registration

Any undergraduate student who wishes to host a wet or dry party in a residential space, or a large scale (and by definition dry) event in a non-residential space, is required to register the event in advance with the Office of Student Activities and Orientation using either the Party Form (attached here as Appendix C) or the Event Form (attached here as Appendix D). Both forms are part of the College's Party Policy and require students to identify all sober hosts, servers (if applicable), and bouncers. Before any student acts in one of these roles, she must successfully complete Party Host Training, further discussed in Educational Elements, below.

Parties held on campus during the 2019-2020 academic year: 52

Parties held on campus during the 2020-2021 academic year: 0*

*Parties were suspended during the 2020-2021 academic year due to Covid.

5. Social Programming, Extracurricular, and Recreational Opportunities
The Office of Student Activities and Orientation, around 150 student clubs, and 12 athletic teams provide a wide range of social opportunities for the College community. All activities sponsored by the Office of Student Activities and Orientation, and any event where funding from the Student Self-Government Association is provided, are required to be alcohol-free. The Self-Government Association will not provide monetary support to any student events which may involve alcohol. The College does not permit any undergraduate student group which conducts events off-campus to hold happy hours, drink specials, or open bar events. Any student group wishing to hold an off-campus event at an area establishment must obtain written agreement from the establishment that the event will be cash bar only and that proper identification will be required before any individual is served alcohol.
6. Required Alternatives
All registered parties or events are required to provide non-alcoholic beverages and food at the event. The College offers monetary support for non-alcoholic beverages and food for approved registered parties and events.
7. Limits and Restrictions
Under the College's Party Policy, attendees at any event where alcohol is permitted are restricted to a specific number of alcoholic beverages. BYOB is not permitted and open source containers, other than kegs, are not permitted. The College's AOD Policy and Party Policy clearly state the legal drinking age, and the Party Policy requires that students show identification verifying their age at any event where alcohol is present. Further, student events in which alcohol is permitted can only take place in a residential space.
8. Extended Hours
Two cafes on campus have extended night hours on the weekends, providing students with alcohol-free locations on campus for social gatherings.
9. Safe Rides
The College partners with a local cab company to ensure the safe return of any student to campus in the event that they are not able to return to campus on their own. Students wishing to use the service must contact Campus Safety to request transport and Campus Safety will contact the cab company on behalf of the student. The cab fare is charged to the student's account.

Campus Safety provides a free shuttle service to and from local train lines and various campus locations. Students can request a ride by contacting Campus Safety. Note: The shuttle was not provided during the 2020-2021 academic year due to Covid.

The College provides free bus transportation to and from nearby Haverford College regularly throughout the day and evening, and a van shuttle to Swarthmore College as well. Students wishing to attend an event at Haverford or Swarthmore College can do so without using personal transportation.

Educational Elements

The educational programs and policies listed in this section provide opportunities for community members to learn about AOD issues.

1. Dorm Leadership Training
Bryn Mawr College provides leadership positions for 160 students within the undergraduate residence halls. These positions include: Hall Advisor (similar to a Resident Assistant), Customs people (Orientation Leaders), Activities and Orientation Assistants, Dorm Presidents, Peer Mentors, and Community Diversity Assistants. Students serving in these roles collectively are known as the Dorm Leadership Team (DLT). All DLT members are required to attend a number of training sessions before their leadership positions begin and throughout the academic year. These trainings provide information on health and safety, including information regarding use of AOD. It is required that all DLT members have a basic knowledge of and be able to refer other students to an appropriate resource for a number of issues, including substance use. All DLT members were expected to complete the United Educator Alcohol and Drug Awareness Learning Programs for Higher Education in 2019-2020, and virtual live zoom sessions with Katie Greeley, Founder of Prevention Education Solutions, on alcohol, drugs, and bystander intervention in 2020-2021.
2. United Educators Alcohol and Drug Awareness Learning Programs for Higher Education and Prevention Education Solutions
Alcohol and drug education classes are required for all incoming students. In 2019-2020, 100% of incoming students completed the United Educators Alcohol and Drug Awareness Learning Programs, and in 2020-2021 most incoming students completed programs with Prevention Education Solutions.
3. New Student Orientation (Customs Week)
All new students are required to participate in a week-long orientation program at the beginning of the fall semester, which offers programs and activities that provide information, education, and assistance in assimilation to college life. Sessions include information on drug and alcohol abuse prevention and personal safety.
4. THRIVE
All incoming first year students are required to enroll in and successfully complete the College's first-year experience course, THRIVE. This course encourages students to think about their physical and emotional well-being as an important part of their academic life. Topics covered include DEIA, academic resources, conflict resolution, stress management, community-building, and AOD.
5. Party Host Training
Students who wish to host a party or participate as a host, server, or bouncer at any event (with or without alcohol) are required to complete one in-person educational Party Host Training course each academic year. Successful completion of the course is measured by a written quiz at the end of each session. During Party Host Training, students are provided with information on the following:
 - Applicable laws regarding distribution and consumption of alcohol
 - Legal liability, including Social Host Liability, and potential monetary damages for party hosts, servers, bouncers, guests, Bryn Mawr College and its agents
 - Tips to ensure safety and respect of residents who live in the dorm where the party will be held
 - The Bryn Mawr College Party Policy, Party Form, and Event Form
 - The Bryn Mawr College Alcohol and Other Drug Policy
 - Personal responsibilities and expectations of hosts, servers, bouncers, and guests

The Office of Student Activities and Orientation maintains a five-year record of all parties held within residential spaces and all students who successfully completed Party Host Training.

Number of students completing Party Training during academic year 2019-2020: 257

Number of students completing Party Training during academic year 2020-2021: 0*

*During the 2020-2021 academic year, Party Training did not take place due to the suspension of parties caused by Covid but are reinstated for the 2021-2022 academic year.

6. Dorm Safety Meetings/Hangouts

Dorm Safety Meetings/Hangouts, formerly known as Safe-Teas, are open forum discussions held during the academic year during which safety information is provided to students.

Topics include sexual assault, domestic violence, AOD awareness, and identity theft. These Meetings/Hangouts did not take place during the 2020-2021 due to Covid but are reinstated for the 2021-2022 academic year.

7. Postbaccalaureate Student Awareness

All new students in the Postbaccalaureate Premedical Program participate in an orientation program in which information about drug and alcohol abuse prevention, as well as personal safety, is reviewed.

8. Graduate Student Awareness

New students at both the GSAS and GSSWSR receive copies of the College's AOD policies at their respective orientations.

9. Faculty and Staff Awareness

Employees receive copies of the DAAPP on the first day of employment; the DAAPP is also reviewed and discussed during New Employee Orientation. In addition, the entire campus is educated about Bryn Mawr's DAAPP through the annual notification process described above. For employees who don't access email, a printed copy was provided.

Intervention and Prevention

Drug and alcohol assessments, counseling, resources, and treatment for students are within the scope of services provided by the Health Center and Counseling Service. Students who need more intensive treatment are referred to off-campus health care providers and treatment facilities. During Customs Week (orientation), the Counseling Service staff encourages DLT members and first-year students to utilize the College's counseling services for consultation, education, and/or treatment related to drug and alcohol concerns/issues that may arise. A drug and alcohol self-assessment and information concerning resources available from the Counseling Service is available in the *Student Handbook*.

Campus Safety reports to the appropriate Dean's Office any student who has had an unlawful and/or high-risk alcohol/controlled substance incident of which Campus Safety is notified. Each case is discussed with members of the Dean's staff, including the Health Center and Counseling Service, and a case-specific course of action is determined. This course of action may include, but is not limited to, referral to the counselors who specialize in drug and alcohol education, assessment, and/or treatment.

The undergraduate student-led and student-staffed volunteer organization, the Bryn Mawr College Emergency Medical Service, works alongside Bryn Mawr College Campus Safety to provide immediate medical assessments to the College community. All student members of the Bryn Mawr College Emergency Medical Service are certified Emergency Medical Technicians and have received extensive training from the local 911 ambulance corps.

The College's Employee Assistance Program (EAP) offers assistance to employees for AOD-related issues and concerns. The College's Health Insurance Program provides coverage for AOD treatment programs. Employees are made aware of these programs through both the Staff and Faculty Handbooks and an EAP representative at the annual Benefits Fair. The 2020 Benefits Fair had to be canceled due to Covid. The 2021 Benefits Fair is scheduled on September 21.

In addition, the College's Employee Assistance Program reviewed utilization reports for the past two years, and reported the following employee or family member contacts to their program:

2019: There were 40 total contacts to the program, 23 of which were clinical (for counseling services, as opposed to legal/financial/work life and general consultations). No cases reported substance abuse.

2020: There were 12 total contacts to the program, 3 of which were clinical. No cases reported substance abuse. Starting in 2020, the full year report contains data on website pages visited. There were 13 visits in 2020 under "Mental Health & Addictions".

2021: First Half of the Year: There were 8 total contacts to the program, 6 of which were clinical. No cases reported substance abuse.

During the past two years, no employee requested FMLA leave related to drug or alcohol use.

While EAP utilization has decreased during the pandemic, there was an increase in alternative resources made available and communicated during Open Enrollment and on the Human Resources website, specifically on a link entitled "Tools to Cope with COVID-19". This includes access to the Total Brain app during the period of November 1, 2020 – October 31, 2021. The expansion of telemedicine also contributed to a drop in EAP utilization, as this had previously been the primary form of telephonic counseling available through the College. Effective November 1, 2020, employees and family members enrolled in the College medical plans now have telehealth options, including through Magellan, the mental health network used on all College medical plans. Magellan's brochure specifically advises that members can use telehealth for medication management and substance use treatment.

Assessment

Bryn Mawr College's Department of Campus Safety tracks statistics on the number of calls involving alcohol and drugs, hospital transports, and arrests of undergraduates, which allows the College to monitor and respond to abnormal spikes in activity.

The Dean of the Undergraduate College and student head of the Honor Board track Honor Board and Dean's Panel cases which involve violations of AOD policies by undergraduates. All case files are kept in the office of the Dean of the Undergraduate College. The College is pleased that there were zero Dean's Panel cases for an AOD violation during this review period.

The deans of the graduate schools and postbaccalaureate program address incidents related to drug or alcohol abuse as they arise throughout the year. Because this program and both graduate schools are relatively small, the deans and their colleagues are able to address any issues promptly and on an individual basis. Further discussion is included in the Enforcement section below.

As discussed above in the section on Intervention and Prevention, College employees are availing themselves of the College's Employee Assistance Program and FMLA leave to address any concerns related to drug or alcohol abuse. The College is pleased that employees are making use of these resources and believe that their use is a sign of an effective DAAPP.

Enforcement of the AOD Policies

Violations of the College's AOD policies may come to the attention of the Undergraduate Dean's Office through a variety of avenues, such as a Campus Safety report or a direct report by a student or a member of the faculty or staff. The undergraduate *Student Handbook* notifies students that violations of the College AOD policies may result in a Dean's Panel, an Honor Board proceeding, or other College and Self Government Association disciplinary actions. Each incident is reviewed on a case-by-case basis. A first infraction may result in a warning from the student's dean, a referral to the counselors who specialize in drug and alcohol for alcohol and substance abuse education, completion of additional online tutorials, and/or other interventions. Any subsequent violations are likely to be referred to a Dean's Panel and are cause for serious sanctions. As appropriate, online tutorials might include the four-hour marijuana violation course, Marijuana 101.

All Honor Board and Dean's Panel hearings are convened by the elected student head of the Honor Board and the Dean of the Undergraduate College, respectively. A pool of elected and trained students and faculty serve on the Board and, along with members of the student life staff, on the Panel. The Dean of the Undergraduate College, or her designee, attends every Dean's Panel or Honor Board hearing and provides guidance and context for Board members as they consider cases and determine sanctions. The Dean of the Undergraduate College can consult the disciplinary files retained in the Dean's office, if necessary, to explore any past precedents.

There are no prescribed or required sanctions; this is true for all violations of the Honor Code or of College policies. The members of the Honor Board and Dean's Panel are permitted the leeway to determine appropriate sanctions for any offense. Sanctions for violations of AOD policies range from formal warnings and mandated educational interventions to separation or exclusion from the College. Provisions are made in the policies for more immediate interim actions when violence, the threat of harm, or sale/distribution of drugs and controlled substances are involved.

Further information regarding the structure and process of a Dean's Panel is found in the *Student Handbook*.

Enforcement Statistics

The following statistics for the past two years, provided in compliance with the Clery Act and the Drug Free Schools and Communities Act, were calculated by academic year and include all incidents that occurred on any property owned/leased by the College. They are presented in the same format as in the College's Clery Act Report.

Liquor Law Citations Per Academic Year		
Location	2019-2020	2020-2021
On Campus	2	4
Residential Facilities	2	4
Non Campus	0	0
Public Property	0	0
Total	2	4

Liquor Law Violations Per Academic Year		
Location	2019-2020	2020-2021
On Campus	22	9
Residential Facilities Referred for Further Action	22	9
Non Campus	0	0
Public Property	0	0
Total	22	9

Drug Law Citations Per Academic Year		
Location	2019-2020	2020-2021
On Campus	0	0
Residential Facilities	0	0
Non Campus	0	0
Public Property	0	0
Total	0	0

Drug Law Violations Per Academic Year		
Location	2019-2020	2020-2021
On Campus	2	1
Residential Facilities Referred for Further Action	2	1
Non Campus	0	0
Public Property	0	0
Total	2	1

Sanctions and Other Responses Per Academic Year		
Type of Sanction/ Response	2019-2020	2020-2021
Referral to Alcohol / Drug Counseling	16	14
Dean's Panel (judicial hearing) and required medical clearance to return to College and to residence hall	0	0
Completion of Marijuana 101 violation course	1	1

During AY20 and AY21, there were no incidents in which a member of the GSAS, the GSSWR, or the Postbaccalaureate Program violated the College's AOD policies. We attribute this zero statistic to the profile of the graduate and postbaccalaureate students as adult learners (i.e., over 21 years of age) who are

members of a small community. The graduate and postbaccalaureate students are educated about the College's AOD policies and are sensitive to their role as mentors and role models for the undergraduate students. Additionally, in adhering to the National Association of Social Workers (NASW) Code of Ethics, GSSWSR students, faculty, and staff are asked to abide by the "Standards of Professional Behavior for Contributing Members of the GSSWSR Community," which includes the NASW Code of Ethics. The NASW Code of Ethics includes a section on "Responsibilities to Colleagues," which notes the obligation of social workers to address, directly with the colleague of concern when possible, abuse of either prescription or non-prescription drugs if leading to the impairment of social work practice. In 2017 the GSSWSR also implemented a policy that prohibits alcohol in all required classroom and class activities, including end of semester celebrations held during scheduled class periods.

The College is pleased that there were no violations of its AOD policies by employees during this review period. As discussed above, College programs have been effective in helping employees make use of various intervention and prevention resources to address any concerns and avoid any AOD policy violations.

Program Goals and Achievements

Bryn Mawr College's AOD prevention program meets the following goals:

- Notifying the community through print and electronic means each year of local, state, and federal laws and regulations, as well as health risks, campus policies, sanctions, and resources, regarding AOD possession, use and distribution.
- Reviewing and revising campus AOD policies when necessary.
- Offering education regarding the inherent risks associated with AOD use.
- Providing resources for substance misusers through referrals to counseling and other resources.
- Creating an environment that encourages abstinence by providing substance-free programming.
- Creating procedures to help ensure that any use of alcohol is legal and responsible.

Progress since 2019 Biennial Review

1. Residential Life Coordinators

The Residential Life Coordinator positions have continued. The Office hired two new grant-funded full-time Residential Life Coordinators (RLCs). One of the RLCs worked closely with the Office of Student Activities and Orientation to assist with Party Host Training and Party Registration, met with students who have had unlawful and/or high-risk alcohol/controlled substance incidents, and worked on AOD programming and wellness promotion for the review period. The RLC has also helped to monitor and streamline the process for all students who have had unlawful and/or high-risk alcohol/controlled substance incidents by being the direct contact for students throughout the process. The RLC has been able to successfully refer students to the counselors who specialize in drug and alcohol and keep track of counseling completion.

2. Party Staffing

The Office of Student Activities and Orientation has continued staffing parties and events with Activities and Orientation Assistants to ensure AOD policy compliance.

3. Social Norms Campaign for Dorms

The Office of Student Activities and Orientation and the RLCs created a variety of AOD social norm infographics and campaigns for the dorms. These were introduced during the review period.

4. Training for DLT and First-Year Students for Alcohol and Drugs
 In the 2019-2020 academic year the Office of Student Activities and Orientation used the United Educator programs, “Alcohol and Drug Limit and Opioids: What You Need to Know,” to train all incoming first-year students and all DLT members.

 In the 2020-2021 academic year the Office of Student Activities and Orientation offered live Zoom sessions with Katie Greeley, LCSW, Founder and Senior Consultant of Prevention Education Solutions in addition to the United Educator programs to all incoming first-year students and all DLT members.
5. Grant Funded Alcohol Education Programs
 In 2020 the College received a grant from the PA Liquor Control Board, “Reducing Underage Drinking and Dangerous Drinking.” The grant funds alcohol education programs for two years. As part of this program, members of the DLT completed the eight-hour Certified Peer Educator program through NASPA: Student Affairs Administrators in Higher Education.
6. DAAPP Website
 Since its launch in 2015, the DAAPP website has been viewed 3,991 times; the greatest concentration of activity occurs each September when the annual DAAPP notification occurs. The website is updated at least once a year and reviewed regularly. This website can be found at <http://www.brynmawr.edu/daapp>.
7. Evaluation of Drug and Alcohol Education and Training Materials
 The AOD Committee continues to use outcome-based evaluation for effectiveness of AOD policies and procedures, and modifications of education practices.
8. Residential Life Coordinators Programming: "The Alcohol and Drugs Roadshow"
 The Alcohol and Drugs Roadshow provided fun and interactive games and activities to talk about alcohol, bystander intervention, and cannabis. The Residential Life Coordinators hosted the Roadshow five times during the 2019-2020 academic year.
9. Alcohol and Other Drug Committee
 A member of the Postbaccalaureate Premedical Program joined the AOD committee.

Recommended Changes to DAAPP for AY2021-22 and AY2022-23

To further the College’s goals of promoting awareness regarding the legal implications and health effects of AOD use, and providing further resources to those who would benefit from them, Bryn Mawr will:

- Increase targeted AOD outreach and education through dorm-based programming.
- Continue to look for new and interesting ways to provide drug and alcohol education.
- Continue to explore new or additional methods of assessment for AOD policies and procedures.
- Expand AOD committee to include undergraduate students.

Appendix A: Bi-College Alcohol and Drug Policies

All students are responsible for acting in accordance with the College's Alcohol and Drug Policies, which are found in this Handbook. Each student is responsible for conducting themselves in accordance with federal, state and local laws, for following College party rules, and for assisting others impaired by alcohol or drugs in the interests of their health and well-being. Impairment due to alcohol or drug use is never an excuse for misconduct. The College will not contribute to the cost of a legal defense for those who violate drug or alcohol laws and rules. Alcohol or drug policy infractions may result in a Dean's Panel, Honor Board proceeding, or other College or SGA disciplinary action.

The care and concern for other individuals which are embodied in the Social Honor Code should govern a student's response to a violation of the Bi-College alcohol and drug policies. When a student is concerned about another student's alcohol or drug use or its self-destructive potential, they may express that concern and, if appropriate, encourage that student to seek confidential help from one of the counselors, nurses, or physicians on either campus or off campus. A student with questions about how best to confront or intervene on behalf of another student should seek guidance from a drug and alcohol counselor, counselor or dean. Advice may be sought without revealing the identity of the student needing help, if that seems best.

Alcohol Policy

The Alcohol Policy, in conjunction with planned educational activities and support services, is designed to achieve the following goals:

- to remind students of the laws of the Commonwealth of Pennsylvania and of the Social Honor Codes, both of which govern their behavior with respect to alcohol;
- to stress moderation, safety, and individual accountability for those who choose to drink;
- to maintain a Bi-College social atmosphere that is free of coercion for those who choose not to drink and a climate in which alcohol is not the focus of parties or other social events;
- to maintain a Bi-College community in which alcohol abuse and its effects are minimal;
- to provide confidential and effective guidance for those with specific needs related to alcohol use and addiction; and
- to provide information and education about the effects of alcohol for all students.

All members of the Bi-College community are expected to be familiar with and abide by the principles of the Alcohol Policy.

It is the duty of all students to conduct themselves in a manner consistent with the Honor Codes, in addition to helping others to do the same. With regard to the consumption of alcohol, students are responsible for their own well-being. Behavior that puts students at mental, physical and/or legal risk cannot be condoned.

Expectations of Students

1. Students who choose to consume, provide or serve alcohol, with an understanding of the responsibilities imposed by Pennsylvania law, should do so with a sense of responsibility and concern for

themselves and others. Students also have the responsibility to confront others whose behavior under the influence of alcohol is inconsistent with their welfare and concern for others in the community. When community members lose their ability to reason and control their actions due to excessive alcohol consumption, it is threatening to them, to those around them, and ultimately to the community as a whole. Students are urged to accept responsibility for preventing themselves and others from ever reaching that point.

2. The legal drinking age in the Commonwealth of Pennsylvania is 21, therefore alcoholic beverages are not to be served or consumed at student parties open to and/or advertised in the College, Bi-College, or Tri-College community. Additionally, alcoholic beverages can neither be served nor consumed at open parties held in public spaces. These include:

a. At Bryn Mawr: Cambrian Row, the Campus Center, Guild Hall, College Hall, Goodhart, Schwartz Gymnasium, all corridors, stairwells, landings, basements, attics and courtyards, laundries, all dining halls, Arnecliffe Studio, Pembroke Dance Studio, classroom buildings, the Dorothy Vernon Room, Canaday Library, outdoors on College grounds.

b. At Haverford: Founders Great Hall and Common Room, the Dining Center, Lunt Party Room, the Old Gymnasium and Alumni Field House, Marshall Auditorium, MacCrate Recital Hall, all corridors, stairwells, roofs and attics, Stokes Auditorium, classroom buildings, Magill Library, outdoors on College grounds. With special permission, parties at which only those 21 years of age and older are served alcohol may be held in public spaces.

3. Students who consume alcohol where it is forbidden under Section 2 of this Policy, and thereby place the hosts, the Colleges, and the students who administer party funds at risk and in jeopardy, should be asked to refrain from violating the Policy by the host or other party guests. In incidents where students feel that a violation of the Alcohol Policy has occurred and where the confronting party and the confronted individual fail to reach a resolution, they should follow the procedure of the campus on which the incident occurred. At Haverford, disregard for these Alcohol and other Party Policies should be brought to the attention of the joint Student-Administration Alcohol Policy Panel, composed of three members of Student Council, three members of Honor Council, two appointed members at large, and two deans. This panel will address strictly procedural violations of the Policy. Referrals can be made by the Honor Council. At Bryn Mawr, disregard for these Alcohol and other Party Policies should be dealt with under the procedures outlined in the Social Honor Code.

4. Inebriation shall not be seen as an acceptable or justifiable excuse for disruptive behavior and confrontation for such behavior shall be dealt with as in the realm of each campus's Social Honor Code.

5. When confronting an individual does not or cannot lead to a satisfactory resolution of a problem, the individual whose behavior allegedly violates the Codes and expected conduct of the Colleges, in accordance with the procedures of the Social Honor Codes, shall ultimately be brought to the attention of the Honor Board or Honor Council.

6. The Honor Board/Council will bring a case to the attention of the Office of the Dean of the appropriate College if there is a threat to the lives or safety of individuals or of damage to College or private property

resulting from inebriation or a violation of the Alcohol Policy. Flagrant or repeated violations of party guidelines could constitute such a case. Such behavior may result in separation or exclusion of the confronted person(s) from the Colleges.

7. In some cases, the Honor Board/Council or the Office of the Dean will consult counselors who have expertise in alcohol abuse and alcoholism if such expertise is deemed relevant. Such consultation will take place only with the confronted person's knowledge.

8. Coordinators of parties and other social events must abide by the Party Policy of the host campus.

9. It is expected that hosts will inform their guests of the provisions of the Honor Codes, including the Alcohol Policy. Should the provisions of this Policy be violated by non-Bi- College members, their further access to these campuses may be restricted.

10. Faculty and staff members who entertain students should be aware of the responsibilities and risks to the Colleges and to themselves as individual social hosts under the laws of the Commonwealth.

11. Groups sponsoring social events must abide by the host campus' Party Policy. If party guidelines are not followed by guests or hosts, it is the responsibility of students aware of the violation to approach those in violation and seek a resolution.

Services and Referrals

Both Bryn Mawr and Haverford Colleges provide services and referral for individuals who need help with an alcohol-related problem. For confidential assistance, contact:

- Reggie Jones, LCSW, Associate Dean of Health & Wellness, Bryn Mawr College Health Services, The Health Center, 610-526-7360
- Alcoholics Anonymous Information Center, 444 N. 3rd St., Suite 3E, Philadelphia, 215-923-7900

Drug Policy

The drug policy, in conjunction with planned educational activities and support services, is designed to achieve the following goals:

- to remind students that the Social Honor Codes, the federal laws and the laws of the Commonwealth of Pennsylvania do apply to their behavior with respect to the use of drugs;
- to stress individual accountability for those who choose to use illegal drugs;
- to maintain a Bi-College community where the harmful effects of drug use can be minimized;
- to inform the members of the Bi-College community of the availability of confidential and effective guidance and resources for those with questions and concerns related to drug use, dependence and abuse; and
- to encourage all members of the Bi-College community to become familiar with the physiological, psychological and legal aspects of drug use, dependence and abuse.

All members of the Bi-College community are expected to be familiar with and abide by the principles of the drug policy. This policy stresses prevention and concern; it charges the community with the

responsibility for drug education, intervention and heightened awareness of campus resources for dealing with drug problems. It also asks us to consider the relationship between the individual and the community, and the question of responsibility to one's peers. In many cases, choosing not to intervene in another person's abuse of drugs is not a neutral position. By not interfering, we become an enabler. In claiming to allow abusers their individual freedom of choice, we may in fact be limiting their choices by reinforcing their attitudes and behavior. In summary, we have a responsibility not to withdraw from the community either by abusing drugs or by ignoring the abuse of drugs.

- The illegal possession, use, sale or distribution of drugs is in violation of the law, and the Colleges will not protect students from prosecution under federal, state or local law.
- Students have the responsibility to confront and/or intervene on the behalf of individuals whose use of drugs or actions under the influence of drugs presents a danger to themselves and/or to the community at large.
- The Colleges as educational institutions, being concerned about the harmful effects of the illegal use, possession, sale or distribution of drugs on the individual, and on the integrity, safety and security of this academic community, do not condone the illegal use, possession, sale or distribution of drugs. The administrations of Bryn Mawr and Haverford Colleges reserve the right to act when they have reason to believe that involvement with drugs is having an adverse effect upon the life and/or academic performance of students or adversely affects or legally implicates others in the academic community. College action may take such forms as education, counseling, referral to outside agencies, separation or exclusion, depending on the situation.

Procedures

A student's response to a violation of the Bi-College drug policy should be governed, first of all, by the care and concern for other individuals which are embodied in the Social Honor Codes. The following guidelines are not meant to cover all situations. They are intended, instead, to remind students of the variety of resources available and to reassure them about the consequences of seeking help. When a student is concerned about another student's drug use and its self-destructive potential, he or she should express his or her concern and, if appropriate, encourage that student to seek confidential help from one of the counselors, nurses or physicians on either campus or from a professional off campus. If confrontation does not seem appropriate or proves ineffective, the concerned individual should turn to the drug and alcohol counselor, a counselor, the counseling director, the medical director or dean for advice on how to intervene and help. Advice may be sought without revealing the identity of the student needing help.

If a student's behavior as a result of drug use has disturbed or harmed other individuals or the community in a more general sense, the behavior itself should be dealt with through the usual Honor Code procedure at either college, beginning with confrontation. If mediation is necessary, the members of the Bryn Mawr Honor Board or the Haverford Honor Council should be consulted. The drug use that may have caused the behavior should not be viewed as an excuse, but as a second problem for which the individual may be encouraged to seek help from a professional counselor. In cases where the Honor Council or Board is asked to intervene, they will deal with the specific behavior that has been brought to them and may recommend that the individual go to a counselor for evaluation and help with any underlying substance

abuse. Problems with behavior related to drug use that involve Bryn Mawr graduate students or special students who are not bound by the Social Honor Code should be referred to the Deans of the Graduate Schools if they cannot be resolved by the individual concerned. If an individual's involvement with drugs is such that it, or behavior associated with it, is violent or life-threatening, it should be brought to the attention of a dean or College physician without delay by any member of the community who becomes aware of the situation. Thus, a counselor, peer educator, dean, physician, or Honor Board/Council member who was working with a student on any aspect of his or her involvement with drugs would, as in any other life-threatening situation, be bound to report the problem to the Dean of the appropriate college when the potential for violence or loss of life requires immediate administrative action. Some cases, such as the sale or distribution of drugs, may not present immediate danger to life but may have legal implications which are administrative concerns, as well as social consequences which are student concerns. In these situations, joint action by the Dean and the Honor Board/Council may be necessary.

Policy on Drug-Free Schools

The unlawful possession, use or distribution of illicit drugs and alcohol poses a threat to the health and safety of all members of the Bryn Mawr College community and is not permitted. The sanctions for the unlawful possession, use or distribution of illicit drugs and alcohol are defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act (35 P.S. Sections 780-101 to 780-144); Controlled Substances Forfeiture (42 Pa.C.S. Sections 6801-6802); the Pennsylvania Crimes Code (18 Pa. C.S. 6307-6314); the Pennsylvania Motor Vehicle Code (75 Pa. C.S. 1546-1547; 3715, 3731); and the Lower Merion Township Code (Article IV, Section 111-4). These statutes are on file at the reference desk in Canaday Library. A summary of federal law and relevant sanctions is also on file.

The College's policies on disciplinary sanctions for students are stated in this Handbook. Policies on sanctions for faculty and staff are stated in the handbooks appropriate to them. This policy is instituted effective immediately, to comply with the Drug Free Schools and Communities Act of 1989 (P.L. #101-226). No institution will receive federal financial assistance of any kind after October 1, 1990, unless it has certified that it has "adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees."

The College will conduct a biennial review of its program to determine its effectiveness, implement needed changes, and ensure that it is consistently enforced.

Policy on a Drug-Free Workplace

The College, as an employer, and students as employees of the College have obligations under the Drug-Free Workplace Act of 1988 (41 U.S.C. Section 701). The College's statement of compliance is reproduced here.

The use of illegal drugs poses a threat to the health and safety of members of the Bryn Mawr College community. Therefore, the illegal use, possession, dispensation, distribution or manufacture of controlled substances (as defined in federal statutes) by any faculty, staff or student employees in the workplace is not permitted.

As a condition of College employment, every employee shall abide by the terms of this policy, and he or she shall notify his or her supervisor of any criminal conviction for a violation occurring in the College workplace no later than five days after such conviction. Any employee found in violation of these prohibitions and regulations may be required to participate in a drug-abuse assistance or rehabilitation program and shall be subject to disciplinary action, which action might include dismissal. Information regarding such assistance or rehabilitation is available through the Health Center, the campus physician and Crossroads. All of the insurance programs offered to staff, faculty and students through the College provide some form of support to persons in various forms of treatment for substance-abuse problems. This policy is instituted, effective immediately, to comply with federal laws and regulations. Federal agencies cannot legally award any contract over \$25,000 or any grant monies without certification that the College has implemented a drug-free workplace program.

The College also complies with the Drug-Free Schools and Communities Act of 1989 (P.L. #101-226). Information on federal and state law imposing sanctions for unlawful possession, use or distribution of illicit drugs and alcohol is available at the reference desk of Canaday Library and in the Dean's Office.

Information on counseling, treatment and rehabilitation programs is contained in the College's drug and alcohol policies.

This Handbook's statements on policies and procedures relating to alcohol and controlled substances form part of the College's compliance with the Drug-Free Schools and Communities Act.

Smoking Policy

In accordance with the Pennsylvania Clean Indoor Air Act and to enable students, faculty, staff, and visitors to avoid exposure to second-hand smoke, the College has enacted a smoking policy that prohibits smoking in all College owned and leased buildings, College athletic facilities (including fields and spectator areas), and College-owned vehicles. The smoking of any material, included but not limited to tobacco and marijuana is prohibited. Smoking is also prohibited on the plazas in front of Canaday Library, the Campus Center, and the Park Science Building.

This policy applies to all faculty, staff, students, contractors and visitors. In addition:

- Smoking is prohibited outdoors within 25 feet of the perimeter of any College building, including arches and covered entrances, to ensure that second-hand smoke does not enter the area through entrances, windows, or ventilation systems.
- Cigarette butts are to be extinguished and placed in appropriate outdoor receptacles. Throwing cigarette butts on the ground or pavement is considered littering.
- "Smoking" also includes the use of electronic cigarettes and other devices that create a vapor.

The College is committed to assisting students, faculty and staff in making healthy lifestyle choices. Students can go to the Health Center for information and assistance. Faculty and staff who are interested in smoking cessation programs may obtain information from Human Resources. In addition, residents of Pennsylvania can access services available through the PA Free Quitline at 1-800-Quit-NOW (784-8669) or www.determinedtoquit.com/.

Penalties for violation of the College’s smoking policy shall be disciplinary action in accordance with general College provisions for misconduct.

HEALTH RISKS ASSOCIATED WITH THE USE OF ILLICIT DRUGS

Drugs	Physical Dependence	Psychological Dependence	Possible Effects	Effects of Overdose	Withdrawal Syndrome
Narcotics					
Heroin	High	High	Euphoria	Slow and shallow breathing Clammy skin Convulsions Coma Possible death	Yawning
Morphine	High	High	Drowsiness		Loss of appetite
Codeine	Moderate	Moderate	Respiratory depression		Irritability
Hydrocodone	High	High	Constricted pupils		Tremors
Hydromorphone	High	High			Panic
Oxycodone	High	High	Nausea		Cramps
Methadone, LAAM	High	High			Nausea
Fentanyl and Analogs	High	High			Runny Nose
Other Narcotics	High-Low	High-Low			Chills and sweating
				Watery eyes	
Depressants					
Chloral Hydrate	Moderate	Moderate	Slurred Speech	Shallow respiration Clammy skin Dilated pupils Weak and rapid pulse Coma Possible death	Anxiety
Barbituates	High-Moderate	High-Moderate	Disorientation		Insomnia
Benzodiazepines	Low	Low	Drunken behavior without the odor of alcohol		Tremors
Glutethimide	High	Moderate			Delirium
Other Depressants	Moderate	Moderate			Convulsions
				Possible death	
Stimulants					
Cocaine	Possible	High	Increased alertness	Agitation	Apathy
Amphetamine/Methamphetamine	Possible	High	Euphoria	Increased body temperature Hallucinations Convulsions Possible death	Long periods of sleep
Methylphenidate	Possible	High	Increased pulse rate and blood pressure		Irritability
Other Stimulants	Possible	High	Excitation		Depression
			Insomnia		Disorientation
			Loss of appetite		
Cannabis					
Marijuana	Unknown	Moderate	Euphoria	Fatigue Paranoia Possible psychosis	Occasional reports of insomnia Hyperactivity Decreased appetite
Tetrahydrocannabinol	Unknown	Moderate	Relaxed inhibitions		
Hashish and hashish oil	Unknown	Moderate	Excitation		
			Increased appetite		
			Disorientation		
Hallucinogens					
LSD	None	Unknown	Illusions and hallucinations Altered perception of time and distance	Longer, more intense "trip" episodes Psychosis Possible death	Unknown
Mescaline and Peyote	None	Unknown			
Amphetamine Variants	Unknown	Unknown			
Phencyclidine and Analogs	Unknown	High			
Other Hallucinogens	None	Unknown			

Appendix B: Bryn Mawr College Party Policy

Bryn Mawr College is committed to maintaining a social atmosphere that stresses the safety of all students, whether or not they choose to drink. Moderation, concern for others, and individual accountability should be characteristic of all social activities on campus.

The responsibilities and procedures outlined in the attached Party Policy are in addition to those required by the Social Honor Code, the Bi-College Alcohol Policy, state and federal law. These policies are available in this Handbook.

Violations of the Bi-College Alcohol and Drug Policies and/or Bryn Mawr College Party Policy that come to the attention of Campus Safety, Residential Life, Student Activities or the Dean's Office will result in an investigation by these departments. They may result in a Dean's Panel, by which sanctions will be issued on a case-by-case basis.

In the event that law enforcement officials confront students for unlawful behavior alleged to have occurred, the College will cooperate fully with their investigation.

Party Definition

A Party is an event, wet (with alcohol) or dry (without alcohol), where 30 or more people gather at one time in a residential dorm space.

Wet parties cannot be held in public spaces.

Public spaces include: The Campus Center, College Hall, Goodhart, Cambrian Row, Schwartz Gymnasium, all corridors, stairwells, landings, basements, attics and courtyards, laundries, all dining halls, Pembroke Dance Studio, classroom buildings, The Dorothy Vernon Room, Canaday Library, and outdoors on College grounds.

To hold a dry party in a public space, you should reserve the space at least two weeks in advance through the Office of Conferences & Events (x7329, e-mail: roomres@brynmawr.edu).

Completion of the Party and Public Space Notification Forms

Any student (i.e., party host) in the College community who wishes to host a social event in a dorm living room or an individual's room with more than 30 people in attendance should read and complete the party notification form in order to help throw a safe and responsible party that abides by the conditions stated in the Bi-College Alcohol and Drug Policies and in the Bryn Mawr Party Policy.

The form is required for both wet and dry parties held in dorm spaces.

Any student in the College community who wishes to host a social event in a public space must reserve the space two weeks in advance through the Office of Conferences & Events and must complete the Public Space Notification Form.

Parties and Events which require a Party or Public Space Notification Form are not permitted to occur after the last day of classes.

Reading and completing these forms will help to inform party hosts of their legal liabilities under Pennsylvania state law and allow College officials to help minimize risk to hosts, their guests, and the entire College community.

Party Training

Any student wishing to act as a host, server, or bouncer at a party must complete the in person Party Training Course.

Completion of the course will permit a student to host, serve or bounce parties during the academic year in which the session was attended. Students must be retrained each academic year.

The Course will cover the following information: 1) Pennsylvania state and other applicable laws and liability concerning the distribution and consumption of alcohol; 2) The potential for legal liability and potentially the award of damages for party hosts, servers, bouncers, guests, Bryn Mawr College and its agents; 3) tips to ensure safety and respect of residents who live in the dorm where the party will be held.

Party Advertisement

Because the majority of students are not 21 years of age, the legal drinking age, mass advertisement for wet parties is not permitted.

Mass advertisement includes signs, fliers, posters, mass e-mails, all campus invitations, and all online and social media advertisements and postings.

Dry parties may be advertised using printed and electronic material. A copy of the advertising for dry parties should be attached to the notification form when submitted. Advertising for the party may not begin until the event is approved.

Dry parties are not open to the public and cannot be advertised outside of the Tri-College community or on any online or social media platform.

Party Levels

To help promote the safety of all guests, those wishing to host a party must select a party level. Party levels were developed, along with defined roles, to make it easier for students to throw a successful party that ensures compliance with the Bryn Mawr College Party Policy, the Bi-Co Alcohol Policy, and federal and state law.

Level 1

- 30-60 guests expected
- 2 hosts and 2 servers must be present at all times

- Batten, Brecon, Denbigh, Merion, Pembroke East, Pembroke West, and Radnor living rooms have a capacity of 60 people and can host Level 1 parties.

Level 2

- 61-100 guests expected
- 2 hosts, 2 servers and 3 bouncers must be present at all times
- Erdman, Rhoads North, Rhoads South, and Rockefeller living rooms have a capacity of 100 people and can host Level 1 and Level 2 parties.

Level 3

- 101+ guests expected
- Hosts wishing to have a Level 3 party must meet with Student Activities and Campus Safety two weeks prior to party to determine needs. Hosts should be aware that an increased level of support may be necessary.
- Guest sign-in required
- Wristbands required for identifying those over 21
- Parties held in multiple dorm lounges within the same dorm at the same time will be considered level 3 parties.

Health and safety concerns in relation to specific parties or events may require additional restrictions.

Staffing

No more than two shifts are permitted for any party or event. Shift one is the first two hours of the party or event and shift two is the last two hours of the party or event.

Alcohol Limits

Party hosts, servers, bouncers and guests should keep in mind the legal drinking age is 21 years old in the United States. Students under 21 must not be served alcohol.

Guests at wet parties must be served no more than 4 drinks at any party. Common source containers (other than kegs) are not permitted.

Party Host Responsibilities

The following are the responsibilities that party hosts must take on at a party. Please be aware that the only people permitted to act as party hosts at the party are those who are listed on the party form as party hosts.

Before the party:

- Discuss with the dorm president specific dorm policies concerning quiet hours, bathrooms, use of common areas, smoking, etc.
- Discuss the party with Housekeeping in order to determine pre-existing damage to the party space and

obtain supplies for the post-party clean up.

- Obtain signatures of the appropriate dorm president on a party notification form and submit the form to Student Activities by 9 a.m. the Tuesday prior to the event date.
- If party is a wet party, hosts must identify at least one host who is 21 years-old and a 21-year old host must be present at all times during the party if alcohol is to be served.
- Read the Bi-Co Alcohol Policy and statements concerning applicable Pennsylvania state law in this Handbook.
- Notify dorm residents that a party will take place by posting signs that include the party's date, time, location, and hosts. Residents should be notified 72 hours in advance and should be able to contact hosts with questions or concerns.
- Purchase food and beverages, including non-alcoholic beverages.

During the party:

- Servers must be sober at all times and must not be drinking during the party.
- Servers must ensure that no one under the age of 21 is served alcohol.
- Servers must refuse to serve people who are visibly intoxicated and/or seems in danger of hurting themselves or someone else.
- Hosts must make sure that servers and bouncers understand the role they are to play in the party and should check in with them throughout the party.
- Hosts must prominently display a sign stating "You must be 21 years of age to consume alcoholic beverages in the Commonwealth of Pennsylvania."
- All hosts wear the party host button provided by the Student Activities Office.
- Hosts must post the approved party notification form near the entrance.
- Hosts must be sober at all times and must not be drinking during the party.
- One host who is 21 years of age must be present at all times if alcohol is to be served.
- Hosts must provide food and non-alcoholic beverages.
- Must designate a bathroom for party guests and designate areas that are off-limits to guests.
- Hosts must end the party by 2 a.m. Parties must not exceed more than 4 hours in length.

After the party:

- Hosts must clean up immediately and thoroughly. They must not leave the mess overnight. Server Responsibilities
- The following are the responsibilities that servers must take on at a party.
- Servers are responsible for setting up, maintaining, and serving from a designated area from which all alcohol will be served. As a server, you are the only person permitted to distribute alcoholic beverages.
- Servers must be clearly identified and should wear the server button provided by the Student Activities Office at all times during the party.
- Servers must mark the hand of those they distribute drinks to each time they serve a drink and serve no more than four drinks per party attendee.

Bouncer Responsibilities

The following are the responsibilities that bouncers must take on at a party. Bouncers may switch positions with other bouncers during the party if they wish and should be aware that they may be called upon to perform the following duties at any time during the party:

- Bouncers must be clearly identified and should wear the bouncer button provided by the Student Activities Office at all times during the party.
- Bouncers must check ID's at the door. Bouncers must check to make sure that everyone attending the party is either a Tri-Co member or a guest of a Tri-Co member.
- Guests must be signed in at the door (for level 3 parties). A guest is someone other than a Tri-Co student.
- Bouncers must keep track of the party space capacity with a counter (provided by the Student Activities Office). Bouncers must know and enforce the capacity of the party space and should stop admitting guests to the party once capacity is reached.
- Bouncers must be stationed at every entrance point to the party and must make sure that party guests only enter through the designated entrance way.
- Bouncers must be stationed in any hallway leading to the party location and must prevent access to the dorm from the party. They must make sure the party remains in the reserved party space.
- Bouncers must make sure that no one brings in or leaves the party with alcohol and must turn away people who are visibly intoxicated.
- Bouncers must assist the host when she wants to eject someone from the party.
- Bouncers must be sober at all times and must not be drinking during the party.
- Guest Responsibilities
- Guests must be members of the Tri-College community or guests of a Tri-Co community member.
- Tri-Co community members are not permitted to bring more than 3 guests to a party.

It is the responsibility of the Tri-Co community member to ensure that guests abide by College policies, the Honor Code, and Pennsylvania state law; behave responsibly, keeping in mind their own personal safety and the safety of others; cooperate with the requests of party hosts, bouncers and servers and College personnel to ensure that order and student well-being are maintained; attempt to intervene when individuals seem in danger of hurting themselves or anyone else; and notify hosts about potential problems and alert Campus Safety if assistance is needed.

Substitutions

Should someone scheduled as a host, server or bouncer not be able to work the party, the main party host must inform the Student Activities Office by noon on the day before the party. It is the responsibility of the main party host to make sure the substitution meets all qualifications and is aware of the responsibilities involved.

Substitutions can be e-mailed to studentactivities@brynmawr.edu.

Violations

Students are encouraged under the Honor Code to report violations occurring at parties. Students wishing to report violations should contact either the Honor Board or any member of the Dean's staff to report the violation.

Violations may be investigated by the Honor Board and/or any member of the Dean's staff. Depending on their severity, violations may be referred to the Honor Board and/ or may be subject to a Dean's Panel.

Sanctions for violation of the Party Policy may include but are not limited to escalating monetary fines, all campus educational programs and/ or campaigns, and/or revocation of party host, server and/or bouncer privileges for the duration of the violator's time at the College.

Party Fund

After the party, hosts can submit one original receipt with a party fund reimbursement request to the Student Life Office to receive a refund for non-alcoholic beverages and food. Reimbursement is only available for registered parties and is based on the party level selected.

Level 1: \$30, Level 2: \$60, Level 3: \$90.

Appendix C: Bryn Mawr College Party Form

Bryn Mawr College Party Notification Form

This form must be completed by the party hosts, servers and bouncers, signed by the appropriate Dorm Presidents, and submitted to the Student Activities Office by 9am the Tuesday prior to the event.

A copy of the completed form will be given to the Dean's Office, Housekeeping, Campus Safety, and the Main Party Host to post at the party.

Please Note:

- Submitting a completed form in no way protects students from liability under the Social Honor Code or under Pennsylvania state criminal or civil law.
- If an injury results which may have been related to alcohol ingestion, any student who was involved in providing the alcohol may be the subject of civil litigation, with no cap on money damages that may be awarded.
- Students are also reminded that the illegal possession, use, sale, or distribution of drugs is a violation of both the law and College policy. Illegal drugs are not permitted at parties or anywhere else on campus.
- Students are urged to follow the Honor Code and to confront peers who disregard community standards.
- If a resolution satisfactory to all parties involved cannot be reached, students should contact the Honor Board.
- Party incidents involving a threat to the lives or safety of individuals (for example, an alcohol poisoning or a drug overdose) or damage to College or private property shall be investigated directly by College officials and may result in a Dean's panel being convened.
- Sanctions may include, but are not limited to, one or more of the following: revocation of hosting privileges; campus community service; sessions with the College's Drug and Alcohol Counselor or other appropriate member of the Dean's staff; suspension from College housing; separation or exclusion from the College.
- Parties and Events which require a Party or Public Space Notification Form are not permitted to occur after the last day of classes.
- Concerts are not permitted to take place in a dorm space.

Under PA state law, persons commit crimes if they:

- are under 21 years of age and purchase, consume, possess, or transport alcoholic beverages.
- sell or furnish alcohol to minors.
- are minors and misrepresent their ages in order to purchase alcoholic beverages.
- induce a minor to purchase alcoholic beverages.
- willfully misrepresent a minor as being of age in order to purchase alcoholic beverages.
- drive under the influence of drugs or alcohol.
- sell alcohol without a license (e.g. charging at the door, collecting "donations").
- illicitly manufacture, sell, deliver, or possess controlled substances.

Sanctions for committing one of the above crimes are fully referenced in the Student Handbook and include a \$500-\$250,000 fine, and/or driver's license suspension, and/or imprisonment.

The role of Campus Safety is to assist the hosts, servers and bouncers in throwing a party in a safe manner and maintain safety on campus. Campus Safety has the authority to terminate any party at which, in its judgment, individuals are violating the laws referenced above or are posing a threat to the safety of any attendee.

Bryn Mawr College Party Notification Form

DESCRIPTION OF EVENT: _____ TIME: _____ to _____

DAY AND DATE OF EVENT: _____ LOCATION: _____

Please Select Type of Party: Wet Dry

If this is a wet party, please list the type and quantity of alcohol to be served.
Common source containers (other than kegs) are not permitted.

Please Select Level of Party:

Level 1
30-60 guests expected
2 hosts, 2 servers must be present at all times

Batten, Brecon, Denbigh, Merion, Pembroke East & West, and Radnor living rooms have a capacity of 60 people and can host Level 1 parties only.

Level 2
61-100 guests expected
2 hosts, 2 servers and 3 bouncers must be present at all times

Erdman, Rhoads North & South and Rockefeller living rooms have a capacity of 100 people and can host Level 1 and 2 parties.

Level 3
101+ guests expected
Hosts wishing to have a Level 3 party must meet with Student Activities and Campus Safety two weeks prior to party to determine needs
Guest list required
Wristbands required for those over 21

Please Note:

- Students who wish to hold parties which would be held in multiple lounges in one dorm must register for Level 3 parties.
- Dry parties must fulfill all requirements of the selected party level except for servers.
- Advertisements are not permitted for parties at which alcohol is present. Mass advertisement includes signs, fliers, posters, mass e-mails, all campus invitations, and all online and social media advertisements and postings.
- Dry parties may be advertised using printed and electronic material. A copy of the advertising for dry parties should be attached to the notification form when submitted. Advertising for the party may not begin until the event is approved. Dry parties are not open to the public and cannot be advertised outside of the Tri-College community or on any online or social media platform.
- Concerts are not permitted to take place in a dorm space.
- Parties and Events which require a Party or Public Space Notification Form are not permitted to occur after the last day of classes.

Party Hosts, Servers, & Bouncers

Only two shifts are permitted and each host, server, and bouncer must commit to working two hours/ half of the time at the party. All hosts, servers, and bouncers must appear on this form. Attach additional forms as needed.

Party Hosts

Main Party Host (The main contact for the party. Must be a resident of the dorm where the party will be held.)

_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone

Additional Party Hosts (At least one host must be 21 years of age if alcohol is to be served.)

_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone

Please print the requested information

Servers

_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone

Please print the requested information

Bouncers

_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone
_____	_____	_____	_____	_____	_____
Name	E-Mail	Dorm & Room	Age	Box	Phone

- Hosts must complete and sign this form before Dorm Presidents and obtain signatures of everyone agreeing to work the party.

Obtaining these signatures does not indicate or imply approval of this event by Bryn Mawr College.

All Party Hosts, Servers, and Bouncers. By signing this form you agree to the following:

- I have read the Party Policy carefully, particularly the guidelines relating to parties at which alcohol will be served (if applicable).
- I understand my liabilities in serving alcohol (if applicable), and I will take all necessary precautions to prevent:
 - a) any infractions of Pennsylvania state law and the Social Honor Code
 - b) dangerous behaviors that could result in injury or death, and
 - c) damage to College property.
- I understand that I may be confronted for violations of the Party Policy, Bi-College Alcohol and Drug Policies, and/or Pennsylvania state law, and that I may be charged for any damage to College property.
- I understand that the College will cooperate fully with any investigation by law enforcement officials of unlawful behavior alleged to have occurred during this party.

Party Hosts:

1. _____ 3. _____
 2. _____ 4. _____

Servers:

1. _____ 3. _____
 2. _____ 4. _____

Bouncers:

1. _____ 3. _____
 2. _____ 4. _____

Dorm Presidents:

 Signature Print Name

 Signature Print Name

This form must be submitted to the Student Activities Office in Guild no later than 9am on the Tuesday prior to the event date.

All Party Hosts, Servers, and Bouncers must be Party Trained by 9am the Thursday of the party week or the Party Form will not be approved.

Reviewed and approved by Tuesday Group: _____

Appendix D: Bryn Mawr College Event Form

Public Space Event Notification Form

This form must be completed for larger scale dry student events (for example, concerts or dance parties) held in public spaces. Wet events and events held in dorm spaces (other than Rhoads Dining Hall) must complete the Party Form.

Completion of this form indicates that you have thought about how best to staff the event to ensure the safety of attendees while following College policy; including the party policy.

Events held in dorms must comply with quiet hours and must end 30 minutes before the start of quiet hours. Everyone attending the event must vacate the building by the beginning of quiet hours.

Dorm presidents must sign off on ALL events held in dorm spaces. Dorm presidents have the right to refuse any event they do not wish to have in the dorm. Events cannot be more than 4 hours in length.

Parties and Events which require a Party or Public Space Notification Form are not permitted to occur after the last day of classes.

DESCRIPTION OF EVENT: _____ TIME: _____ to _____
 DAY AND DATE OF EVENT: _____

LOCATION:
Location must be reserved through Conferences and Events prior to submitting this form.

<input type="checkbox"/> Arncliffe (capacity 50)	<input type="checkbox"/> Lusty Cup (capacity 50)
<input type="checkbox"/> Campus Center Main Lounge (capacity 150)	<input type="checkbox"/> Rhoads Dining Hall (capacity 200)
<input type="checkbox"/> Goodhart Common Room (capacity 100)	<input type="checkbox"/> Great Hall (capacity 300+)
<input type="checkbox"/> Goodhart Music Room (capacity 120)	<input type="checkbox"/> Other (please specify): _____

LEVEL:

<input type="checkbox"/> Level 1: 30-60 people expected 2 hosts and 2 bouncers required	<input type="checkbox"/> Level 2: 61-100 people expected 2 hosts and 4 bouncers required	<input type="checkbox"/> Level 3: 100+ people expected 2 hosts and 6 bouncers required
---	--	--

EVENT IS OPEN TO:

<input type="checkbox"/> Bryn Mawr Only	<input type="checkbox"/> Bi-Co Only	<input type="checkbox"/> Tri-Co Only
<input type="checkbox"/> Bryn Mawr + guests	<input type="checkbox"/> Bi-Co + guests	<input type="checkbox"/> Tri-Co + guests

Student events cannot be advertised outside of the Tri-Co or on any online or social media platform.

Student parties are not open to the public and cannot be advertised outside of the Tri-Co or on any online or social media platform.

Tri-Co students are permitted no more than 3 guests at any student event. Guests must be signed in.

Parties and Events which require a Party or Public Space Notification Form are not permitted to occur after the last day of classes.

Only two shifts are permitted and each host, and bouncer must commit to working two hours/ half of the time at the party. All hosts, servers, and bouncers must appear on this form. Attach additional forms as needed.

HOSTS		
At least two hosts are required for all events.		
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
BOUNCERS		
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
DORM PRESIDENTS		
For dry events held in Rhoads only. All dorm presidents of the dorm must sign.		
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email
_____ Name (Printed)	_____ Signature	_____ Email

This form must be returned to the Student Activities Office in Guild no later than 9am on the Tuesday two weeks prior to the event date. All Party Hosts and Bouncers must be Party Trained by 9am the Thursday of the party week or the Form will not be approved.

Reviewed and approved by Tuesday Group: _____

Appendix E: Policies Governing Students in the Graduate School of Social Work and Social Research

From Section 4.05 of the NASW Code of Ethics:

“ Social workers should not allow their own personal problems, psychosocial distress, legal problems, substance abuse, or mental health difficulties to interfere with their professional judgment and performance or to jeopardize the best interests of people for whom they have a professional responsibility.”

In addition: “Social workers whose personal problems, psychosocial distress, legal problems, substance abuse, or mental health difficulties interfere with their professional judgment and performance should immediately seek consultation and take appropriate remedial action by seeking professional help, making adjustments in workload, terminating practice, or taking any other steps necessary to protect clients and others.”

From the GSSWSR *Field Education Manual*:

“[Students are advised that they must] apply for clearances and/or background checks, if required by the agency, as a requirement of Field Education” and that “In some instances, agencies also require physicals, specific immunizations and drug screenings.” As well, “students must be aware that negative (positive drug screen) findings on tests may delay start of placement or prevent them from being placed in agency settings. This may also impact their ability to obtain licensure as a professional social worker.”

Appendix F: Bryn Mawr College Employee Alcohol and Drug Policies

Alcohol and Drug Policies

All employees are responsible for acting in accordance with the College's Alcohol and Drug Policies, which are distributed to employees each year via this Handbook. These policies assert that each employee is responsible for conducting herself or himself in ways consistent with federal, state and local laws, and for following College employment policies regarding alcohol or drug use in the interest of her or his health and well-being. Impairment due to alcohol or drug use is never an excuse for misconduct. The College will not contribute to the cost of a legal defense for those who violate drug or alcohol laws and rules. Alcohol or drug policy infractions may result in disciplinary action, up to and including termination of employment.

When an employee is concerned about another employee's alcohol or drug use or its self-destructive potential, she or he may express that concern and, if appropriate, encourage that employee to seek confidential help from Human Resources, the College's Employee Assistance Program, Aetna Resources for Living (1-800-865-3200), or from a professional off campus. An employee with questions about how best to assist another employee may seek guidance from the Chief Administrative Officer, the Director of Human Resources, or the Staff Issues Liaison, or, in the case of faculty members, the Provost. Advice may be sought without revealing the identity of the employee needing help, if that seems best.

The Alcohol Policy

The Alcohol Policy is designed to achieve the following goals:

- to remind employees of the laws of the Commonwealth of Pennsylvania and the College's employment policies, all of which govern their behavior with respect to alcohol;
- to stress moderation, safety and individual accountability for those who choose to drink;
- to maintain a College social atmosphere that is free of coercion for those who choose not to drink and a climate in which alcohol is not the focus of parties or other social events;
- to maintain a College community in which alcohol abuse and its effects are minimal;
- to provide confidential and effective guidance for those with specific needs related to alcohol use and alcoholism; and
- to provide information and education about the effects of alcohol for all employees.

All members of the College community are expected to be familiar with and abide by the principles of the Alcohol Policy.

It is the duty of all employees to conduct themselves in a manner consistent with this Policy and the College's other employment policies. With regard to the consumption of alcohol, employees are responsible for their own well-being. Behavior that puts employees at mental, physical and/or legal risk cannot be condoned.

Alcohol Effects

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

1. When community members lose their ability to reason and control their actions due to excessive alcohol consumption, it is threatening to them, to those around them, and ultimately to the community as a whole. Employees are urged to accept responsibility for preventing themselves from ever reaching that point.
2. Inebriation shall not be seen as an acceptable or justifiable excuse for disruptive behavior and suspected inebriation will be referred to Human Resources or, in the case of faculty members, the Provost.
3. When an individual's behavior allegedly violates this Policy and/or the College's other employment policies, that individual will be referred to Human Resources or, in the case of faculty members, the Provost.
4. If there is a threat to the lives or safety of individuals or of damage to College or private property resulting from inebriation or a violation of the Alcohol Policy, immediate action will be taken by the College, up to and including, but not limited to, termination of employment.
5. In some cases, Human Resources will consult counselors who have expertise in alcohol abuse and alcoholism if such expertise is deemed relevant. Such consultation will take place only with the knowledge of the employee involved.
6. Faculty and staff members who entertain others should be aware of the responsibilities and risks to the Colleges and to themselves as individual social hosts under the laws of the Commonwealth.

Services and Referrals

Bryn Mawr College provides services and referral for individuals who need help with an alcohol-related problem. For confidential assistance, contact:

- Employee Assistance Program, Aetna Resources for Living, 1-800-865-3200
- Alcoholics Anonymous Southeastern Pennsylvania Intergroup Association, <https://aasepia.org>, 444 N.

3rd St. Suite 3, Philadelphia, 215-923-7900

• Alcoholics Anonymous Clubhouse, 562 W. Lancaster Ave., Ardmore, 610-527-9711

The Drug Policy

The drug policy is designed to achieve the following goals:

- to remind employees that the College's employment policies, the federal laws and the laws of the Commonwealth of Pennsylvania do apply to their behavior with respect to the use of drugs;
- to stress individual accountability for those who choose to use illegal drugs;
- to maintain a College community where the harmful effects of drug use can be minimized;
- to inform the members of the College community of the availability of confidential and effective guidance and resources for those with questions and concerns related to drug use, dependence and abuse; and
- to encourage all members of the College community to become familiar with the physiological, psychological and legal aspects of drug use, dependence and abuse.

All members of the College community are expected to be familiar with and abide by the principles of the drug policy. This policy stresses prevention and concern; it charges the community with the responsibility for drug education and heightened awareness of campus resources for dealing with drug problems. It also asks us to consider the relationship between the individual and the community, and the question of responsibility to one's peers. In summary, we have a responsibility not to withdraw from the community by abusing drugs.

1. The illegal possession, use, sale or distribution of drugs is in violation of the law, and the College will not protect employees from prosecution under federal, state or local law.
2. The College as an educational institution, being concerned about the harmful effects of the illegal use, possession, sale or distribution of drugs on the individual, and on the integrity, safety and security of this academic community, does not condone the illegal use, possession, sale or distribution of drugs. The administration of Bryn Mawr College reserves the right to act when it has reason to believe that involvement with drugs is having an adverse effect upon the work performance of employees or adversely affects or legally implicates others in the academic community. College action may take such forms as education, mandatory referral to the Employee Assistance Program, or suspension or termination of employment, depending on the situation.

Procedures

The following guidelines are not meant to cover all situations. They are intended, instead, to remind employees of the variety of resources available and to reassure them about the consequences of seeking help.

When an employee is concerned about another employee's drug use and its self-destructive potential, he or she should express his or her concern and, if appropriate, encourage that employee to seek confidential help from Human Resources, the College's Employee Assistance Program, or from a professional off campus. An employee with questions about how best to assist another employee may seek guidance from the Chief Administrative Officer, the Director of Human Resources, or the Staff Issues Liaison, or, in the

case of faculty members, the Provost. Advice may be sought without revealing the identity of the employee needing help, if that seems best.

If an employee's behavior as a result of drug use has disturbed or harmed other individuals or the community in a more general sense, the behavior itself should be brought to the attention of the Chief Administrative Officer, the Director of Human Resources, or the Staff Issues Liaison, or, in the case of faculty members, the Provost. If mediation is necessary, the Staff Issues Liaison may be consulted. The drug use that may have caused the behavior should not be viewed as an excuse, but as a second problem for which the individual may be encouraged to seek help from a professional counselor.

If an individual's involvement with drugs is such that it, or behavior associated with it, is violent or life-threatening, or if that involvement, such as in the case of the sale or distribution of drugs, may not present immediate danger to life but may have legal implications which are administrative concerns, it should be brought to the attention of the Chief Administrative Officer or the Director of Human Resources, or, in the case of faculty members, the Provost, without delay by any member of the community who becomes aware of the situation.

Policy on Drug-Free Schools

The unlawful possession, use or distribution of illicit drugs and alcohol poses a threat to the health and safety of all members of the Bryn Mawr College community and is not permitted.

The sanctions for the unlawful possession, use or distribution of illicit drugs and alcohol are defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act (35 P.S. Sections 780-101 to 780-144); Controlled Substances Forfeiture (42 Pa.C.S. Sections 6801- 6802); the Pennsylvania Crimes Code (18 Pa. C.S. 6307-6314); the Pennsylvania Motor Vehicle Code (75 Pa. C.S. 1546-1547; 3715, 3731); and the Lower Merion Township Code (Article IV, Section 111-4). These statutes are on file at the reference desk in Canaday Library. A summary of federal law and relevant sanctions is also on file.

The College's policies on disciplinary sanctions for students are stated in the Student Handbook. Policies on sanctions for faculty and staff are stated in this Handbook, as well as in other handbooks appropriate to them.

This policy is instituted effective immediately, to comply with the Drug Free Schools and Communities Act of 1989 (P.L. #101-226). No institution will receive federal financial assistance of any kind after October 1, 1990, unless it has certified that it has "adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees."

The College will conduct a biennial review of its program to determine its effectiveness, implement needed changes, and ensure that it is consistently enforced.

Policy on a Drug-Free Workplace

The College, as an employer, and employees of the College have obligations under the Drug-Free Workplace Act of 1988 (41 U.S.C. Section 701). The College's statement of compliance is reproduced here.

The use of illegal drugs poses a threat to the health and safety of members of the Bryn Mawr College community. Therefore, the illegal use, possession, dispensation, distribution or manufacture of controlled substances (as defined in federal statutes) by any faculty, staff or student employees in the workplace is not permitted.

As a condition of College employment, every employee shall abide by the terms of this policy, and he or she shall notify his or her supervisor of any criminal conviction for a violation occurring in the College workplace no later than five days after such conviction.

Any employee found in violation of these prohibitions and regulations may be required to participate in a drug-abuse assistance or rehabilitation program and shall be subject to disciplinary action, which action might include dismissal. Information regarding such assistance or rehabilitation is available through Human Resources and/or the Employee Assistance Program. All of the insurance programs offered to staff, faculty and students through the College provide some form of support to persons in various forms of treatment for substance-abuse problems.

This policy is instituted, effective immediately, to comply with federal laws and regulations. Federal agencies cannot legally award any contract over \$25,000 or any grant monies without certification that the College has implemented a drug-free workplace program.

The College also complies with the Drug-Free Schools and Communities Act of 1989 (P.L. #101-226). Information on federal and state law imposing sanctions for unlawful possession, use or distribution of illicit drugs and alcohol is available at the reference desk of Canaday Library and in Human Resources.

Information on counseling, treatment and rehabilitation programs is contained in the College's drug and alcohol policies.

This Handbook's statements on policies and procedures relating to alcohol and controlled substances from part of the College's compliance with the Drug-Free Schools and Communities Act.

Health Risks Associated with the Use of Illicit Drugs

Drug	Physical Dependence	Psychological Dependence	Possible Effects	Effects of Overdose	Withdrawal Syndrome
Narcotics					
Heroin	High	High	Euphoria	Slow and shallow breathing Clammy skin Convulsions Coma Possible death	Yawning
Morphine	High	High	Drowsiness		Loss of appetite
Codeine	Moderate	Moderate	Respiratory depression		Irritability
Hydrocodone	High	High	Constricted pupils		Tremors Panic
Hydromorphone	High	High	Nausea		Cramps Nausca
Oxycodone	High	High			Runny Nose
Methadone, LAAM	High	High			Chills and sweating
Fentanyl and Analogs	High	High			Watery eyes
Other Narcotics	High-Low	High-Low			
Depressants					
Chloral Hydrate	Moderate	Moderate	Slurred Speech Disorientation	Shallow respiration	Anxiety
Barbituates	High-Moderate	High-Moderate	Drunken behavior without the odor of alcohol	Clammy skin	Insomnia
Benzodiazepines	Low	Low		Dilated pupils	Tremors
Glutethimide	High	Moderate		Weak and rapid pulse	Delirium
Other Depressants	Moderate	Moderate		Coma	Convulsions
				Possible death	Possible death

Health Risks Associated with the Use of Illicit Drugs

Drug	Physical Dependence	Psychological Dependence	Possible Effects	Effects of Overdose	Withdrawal Syndrome
Stimulants					
Cocaine	Possible	High	Increased alertness	Agitation	Apathy
Amphetamine/ Methamphetamine	Possible	High	Euphoria Increased pulse rate and blood pressure	Increased body temperature Hallucinations	Long periods of sleep Irritability
Methylphenidate	Possible	High	Excitation	Convulsions	Depression
Other Stimulants	Possible	High	Insomnia Loss of appetite	Possible death	Disorientation
Cannabis					
Marijuana	Unknown	Moderate	Euphoria Relaxed inhibitions	Fatigue Paranoia	Occasional reports of insomnia
Tetrahydrocannabinol	Unknown	Moderate	Excitation Increased appetite	Possible psychosis	Hyperactivity
Hashish and hashish oil	Unknown	Moderate	Disorientation		Decreased appetite
Hallucinogens					
LSD	None	Unknown	Illusions and hallucinations	Longer, more intense "trip" episodes	Unknown
Mescaline and Peyote	None	Unknown	Altered perception of time and distance	Psychosis	
Amphetamine Variants	Unknown	Unknown		Possible death	
Phencyclidine and Analogs	Unknown	High			
Other Hallucinogens	None	Unknown			

**Summary of Pennsylvania Statutes Relating to Unlawful Sale, Possession, Use,
Manufacture or Distribution of Illicit Drugs or Alcohol**

statute	offense	Possible sanctions
18 Pa. CS 6307	Misrepresentation of age to secure alcohol	\$500 and suspension of operating privileges
18 Pa. CS 6308	Purchase, consumption, possession or transportation of alcohol by a person under 21 years of age	\$500 and suspension of operating privileges
18 Pa. CS 6309	Representing that a minor (under 21) is of age	\$300
18 Pa. CS 6310	Inducement of minors (under 21) to buy alcohol	\$300
18 Pa. CS 6310.1	Selling or furnishing alcohol to a minor (under 21)	\$1,000-2,500
18 Pa. CS 6310.2	Manufacture or sale of false ID card	\$1,000-2,500
18 Pa. CS 6310.3	Possession, carrying or use of false ID card	\$500 and suspension of operating privileges (or ineligibility to obtain a license)
18 Pa. CS 6310.4	Violation of 6307, 6308 or 6310.3	Suspension of operating privileges (or ineligibility to obtain a license)
18 Pa. CS 6314	Trafficking drugs to minors (under 18)	Fines from \$5,000-50,000; imprisonment for a minimum of one year, depending on offense
35 PS 780-101 et seq.	Illicit manufacture, sale, delivery, possession of controlled substances	Fines from \$5,000-250,000; imprisonment from 1 to 15 years, depending on offense
42 Pa. CS 6801-2	Illicit manufacture, sale, delivery, possession of controlled substances	Loss of property rights to Commonwealth of all controlled substances, paraphernalia, raw materials, conveyances, money, negotiable instruments and real property acquired in violation of the Controlled Substance, Drug, Device and Cosmetic Act
42 PS 4-491	Possession, sale or transportation of liquor within Pennsylvania unless purchased from a State Store in accordance with Liquor Control Board Regulations	Fines of varying amount
75 Pa. CS 3715	Consumption of alcohol or drugs while driving	Summary offense fine

75 Pa. CS 3731	Driving under the influence of drugs or alcohol	\$300-5,000 and imprisonment from 48 hours to 1 year; suspension or revocation of operating privileges
63 PS 390-8	Procuring drugs by fraud, forgery, alteration of Rx, etc.	Imprisonment for 3 years, \$5,000 fine, or both

Pennsylvania law imposes “social host” liability on persons who furnish alcohol to individuals under 21 years of age. The Pennsylvania Crimes Code defines “furnish” as “to supply, give, or provide to, or allow a minor to possess on the premises or property owned or controlled by the person charged.”

Federal Penalties and Sanctions for Illegal Trafficking and Possession of a Controlled Substance

Controlled Substances Act Schedule*	Drug	Quantity	1st Offense	2nd Offense
I and II	Others (law does not include marijuana, hashish, or hash oil)	Any	Not more than 20 years If death or serious injury, not less than 20 years, not more than life Fine \$1 million individual, \$5 million not individual	Not more than 30 years If death or serious injury, life Fine \$2 million individual, \$10 million not individual

Controlled Substances Act Schedule*	Drug	Quantity	1st Offense	2nd Offense
III	All (included in Schedule III are anabolic steroids, codeine and hydrocodone with aspirin or Tylenol® and some barbiturates)	Any	Not more than 5 years Fine not more than \$250,000 individual, \$1 million not individual	Not more than 10 years Fine not more than \$500,000 individual, \$2 million not individual
IV	All (included in Schedule IV are Darvon®, Talwin®, Equanil®, Valium®, and Xanax®)	Any	Not more than 3 years Fine not more than \$250,000 individual, \$1 million not individual	Not more than 6 years Fine not more than \$500,000 individual, \$2 million not individual
V	All (over-the-counter cough medicines with codeine are classified in Schedule V)	Any	Not more than 1 year Fine not more than \$100,000 individual, \$250,000 not individual	Not more than 2 years Fine not more than \$200,000 individual, \$500,000 not individual

Controlled Substances Act Schedule	1st Offense	2nd Offense	Quantity	Drug	Quantity	1st Offense	2nd Offense
I and II	Not less than 5 years. Not more than 40 years. If death or serious injury, not less than 20 years or more than life Fine of not more than \$2 million individual, \$5 million other than individual	Not less than 10 years. Not more than life If death or serious injury, not less than life Fine of not more than \$4 million individual, \$10 million other than individual	10-99g pure or 100-999g mixture	Methamphetamine	100g or more pure or 1kg or more mixture	Not less than 10 years. Not more than life If death or serious injury, not less than 20 years or more than life Fine of not more than \$4 million individual, \$10 million other than individual	Not less than 20 years. Not more than life If death or serious injury, not less than life Fine of not more than \$8 million individual, \$20 million other than individual
			100-999g mixture	Heroin	100-999g mixture		
			500-4,999g	Cocaine	5 kg or more		
			5-49g mixture	Cocaine Base	50g or more mixture		
			10-99g pure or 100-999g mixture	PCP	100g or more pure or 1kg or more mixture		
			1-9g mixture	LSD	10g or more mixture		
			40-399g mixture	Fentanyl	400g or more		
			10-99g mixture	Fentanyl Analogue	100g or more mixture		

*The Controlled Substances Act (1970) places all substances regulated under federal law into one of five schedules based on the substance's medical use, potential for abuse, and safety or dependence liability.

Federal Penalties and Sanctions for Illegal Trafficking and Possession of a Controlled Substance

Description	Quantity	1st Offense	2nd Offense
Marijuana	1,000 kg or more mixture; 1,000 or more plants	Not less than 10 years, not more than life If death or serious injury, not less than 20 years, not more than life Fine not more than \$4 million on individual, \$10 million other than individual	Not less than 20 years, not more than life If death or serious injury, not more than life Fine not more than \$8 million individual, \$20 million other than individual
Marijuana	100 kg to 999 kg mixture; or 100-999 plants	Not less than 5 years, not more than 40 years If death or serious injury, not less than 20 years, not more than life Fine not more than \$2 million individual, \$5 million other than individual	Not less than 10 years, not more than life If death or serious injury, not more than life Fine not more than \$4 million individual, \$10 million other than individual
Marijuana	50 to 99 kg mixture; or 50 to 99 plants	Not more than 20 years If death or serious injury, not less than 20 years, not more than life Fine \$1 million individual, \$5 million other than individual	Not more than 30 years If death or serious injury, not more than life Fine \$2 million individual, \$10 million other than individual
Marijuana	Less than 50 kg mixture	Not more than 5 years Fine not more than \$250,000 individual, \$1 million other than individual	Not more than 10 years Fine \$500,000 individual, \$2 million other than individual
Hashish	10 kg or more		
Hashish Oil	1 kg or more		

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance

21 U.S.C. 844(a)

1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000 or both.

After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000 or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.

Special sentencing provision for possession of crack cocaine: Mandatory at least 5 years in prison, not to

exceed 20 years and fined up to \$250,000, or both, if:

- (a) 1st conviction and the amount of crack possessed exceeds 5 grams,
- (b) 2nd crack conviction and the amount of crack possessed exceeds 3 grams,
- (c) 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

21 U.S.C. 853(a)(2) and 881(a)(7)

Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack)

21 U.S.C. 881(a)(4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a

Civil fine of up to \$10,000 (pending adoption of final regulations).

21 U.S.C. 853a

Denial of Federal benefits, such as student loans, grants, contracts and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

18 U.S.C. 922(g)

Ineligible to receive or purchase a firearm.

Miscellaneous

Revocation of certain Federal Licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies. Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Smoking Policy

In accordance with the Pennsylvania Clean Indoor Air Act and to enable students, faculty, staff, and visitors to avoid exposure to second-hand smoke, the College has enacted a smoking policy that prohibits smoking in all College owned and leased buildings, College athletic facilities (including fields and spectator areas), and College owned vehicles. Smoking is also prohibited on the plazas in front of Canaday Library, the Campus Center, and the Park Science Building. This policy applies to all faculty, staff, students, contractors and visitors. In addition:

- Smoking is prohibited outdoors within 25 feet of the perimeter of any College building, including arches and covered entrances, to ensure that second-hand smoke does not enter the area through entrances, windows, or ventilation systems.
- Cigarette butts are to be extinguished and placed in appropriate outdoor receptacles. Throwing cigarette

butts on the ground or pavement is considered littering.

- “Smoking” also includes the use of e-cigarettes that create a vapor.

The College is committed to assisting students, faculty and staff in making healthy lifestyle choices. Students can go to the Health Center for information and assistance. Faculty and staff who are interested in smoking cessation programs may obtain information from Human Resources. In addition, residents of Pennsylvania can access services available through the PA Free Quitline at 1-800-Quit-NOW (784-8669) or <http://www.determinedtoquit.com/>.

Penalties for violation of the College's smoking policy shall be disciplinary action in accordance with general College provisions for misconduct.

Appendix G: Annual Notifications

Bryn Mawr Alcohol and Drug Policies



Kimberly Cassidy
Thu 9/19/2019 11:29 AM
To: faculty; staff



September 19, 2019

Dear Faculty and Staff,

As we begin a new academic year and time together in community, I write to remind you of a few important policies that guide life on campus and resources available as you live and work at Bryn Mawr.

To promote a safe and healthy campus environment, the College developed its Alcohol and Other Drug policies to assist community members in making decisions about alcohol or other drugs and to provide important information about resources available when addressing issues or situations involving alcohol or other drugs. These policies are contained within the faculty and staff handbooks, respectively, as well as on our Drug and Alcohol Prevention Program (DAAPP) webpage (<http://www.brynmawr.edu/daapp>).

Bryn Mawr complies with the Drug-Free Schools and Campuses Regulations by notifying annually all community members of the College's Drug and Alcohol Prevention Program (DAAPP). The DAAPP includes Bryn Mawr's policies regarding the use of alcohol and other drugs, with which each community member must be familiar and comply. We just completed our biennial review, which you can find posted on the DAAPP webpage.

I hope you find these resources helpful and I look forward to a healthy and safe year together.

With best wishes,

Kim Cassidy
President

Bryn Mawr Consumer Information & Drug and Alcohol Policies

KC

Kimberly Cassidy

Thu 9/19/2019 11:33 AM

To: undergrad; gssw; grad-as; postbac-I

Cc: Jennifer Walters; Janet Shapiro; Sharon Burgmayer; Glenn Cummings; Mary Osirim; Mary Beth Horvath



BRYN MAWR

COLLEGE

Office of the President
101 North Merion Avenue
Bryn Mawr, PA 19010

September 19, 2019

Dear Students,

As we begin a new academic year and time together in community, I write to remind you of a few important policies that guide life on campus and resources available as you live and work at Bryn Mawr.

The Higher Education Opportunity Act (HEOA) of 2008, which reauthorized the Higher Education Act of 1965, asks Bryn Mawr to make available to enrolled students a number of consumer notices and disclosures. These disclosures provide information about some of the College's policies and practices, including the topics listed below. You may find more information about these notices and disclosures on the College's [Consumer Information webpage](https://www.brynmawr.edu/consumer-information) at <https://www.brynmawr.edu/consumer-information>. Elizabeth Roan (eroan@brynmawr.edu) will provide paper copies of a disclosure if requested; you can also print copies from the webpage above.

Academics, including information regarding the College's academic programs, facilities, faculty, accreditation, privacy of student records, transfer of credit policies, study abroad, textbooks, and copyright and file-sharing;

Tuition, Costs, and Financial Aid, including the cost of attendance, withdrawal and refund policies, financial aid programs (eligibility requirements and criteria, forms, policies, procedures, standards for maintaining aid, disbursements, and repayments), exit counseling information, and financial aid policies;

Student Life and Campus Safety, including resources for students with disabilities, the diversity of the student body, voter registration, vaccination policy, the Annual Security and Fire Safety Report and our Drug & Alcohol Prevention Program (DAAPP); and

Student Success and Outcomes, including retention rates, graduation rates, and the postgraduate placement and education of our graduates.

Bryn Mawr complies with the Drug-Free Schools and Campuses Regulations by notifying annually all community members of the College's **Drug and Alcohol Prevention Program (DAAPP)**. These policies are contained within the student, faculty and staff handbooks, respectively, as well as on our Drug and Alcohol Prevention Program (DAAPP) webpage (<http://www.brynmawr.edu/daapp>). The DAAPP includes Bryn Mawr's policies regarding the use of alcohol and other drugs, with which each community member must be familiar and comply. We have just completed our biennial review, which is also available on the DAAPP website.

I hope you find these resources helpful and I look forward to a healthy and safe year together.

With best wishes,

Kim Cassidy
President

Bryn Mawr Alcohol and Drug Policies



Kimberly W Cassidy
Wed 9/30/2020 10:13 AM
To: staff; faculty
Bcc: Elizabeth Roan



September 30, 2020

Dear Faculty and Staff,

As we begin a new academic year, I write to remind you of a few important policies that guide life on campus and resources available as you live and work at Bryn Mawr.

To promote a safe and healthy campus environment, the College developed its Alcohol and Other Drug policies to assist community members in making decisions about alcohol or other drugs and to provide important information about resources available when addressing issues or situations involving alcohol or other drugs. These policies are contained within the faculty and staff handbooks, respectively, as well as on our Drug and Alcohol Prevention Program (DAAPP) webpage (<http://www.brynmawr.edu/daapp>).

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I hope you find these resources helpful and I look forward to a healthy and safe year together.

With best wishes,

Kim Cassidy
President



Kimberly W Cassidy
Wed 9/30/2020 12:01 PM
To: undergrad; gssw; grad-as; postbac
Bcc: Christian Zavisca; Elizabeth Roan



September 30, 2020

Dear Students,

I write to remind you of a few important policies that guide life on campus and resources available as you live and work at Bryn Mawr.

The Higher Education Opportunity Act (HEOA) of 2008, which reauthorized the Higher Education Act of 1965, asks Bryn Mawr to make available to enrolled students a number of consumer notices and disclosures. These disclosures provide information about some of the College's policies and practices, including the topics listed below. You may find more information about these notices and disclosures on the College's Consumer Information webpage at <https://www.brynmawr.edu/consumer-information>. Elizabeth Roan (eroan@brynmawr.edu) will provide paper copies of a disclosure if requested; you can also print copies from the webpage above.

- **Academics**, including information regarding the College's academic programs, facilities, faculty, accreditation, privacy of student records, transfer of credit policies, study abroad, textbooks, and copyright and file-sharing;
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I hope you find these resources helpful and I look forward to a healthy and safe year.

With best wishes,

Kim Cassidy
President

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