



MOUNT ST. JOSEPH
UNIVERSITY

The following pages have been extracted
from the 2017-2018 Mount St. Joseph
University Student Handbook.

To view the entire Student Handbook, please visit www.msj.edu/student-handbook.

- If you believe a crime is about to be committed, or has been committed, immediately call Campus Police and then report the incident to residence life staff. *See Section II.F for more information.*

Vandalism/Damage. Damaging University property is a serious offense. If you damage your room, hall facilities, hall equipment or hall decorations, you will pay the replacement cost of the item(s) and labor to repair the item(s). If you observe someone damaging the building, its furnishings, equipment, or decorations, and do not notify hall staff, you are considered to be an accomplice and you may share financial and judicial liability. When damage occurs to common areas the University will make every effort to identify the responsible person(s), otherwise, costs associated with damage to common areas (i.e.: lounges, hallways, bathrooms, etc.) will be charged to the residents of the floor and section of the residence hall in which the damage occurred unless the person(s) responsible for the damage is (are) identified.

Visitation. Visitation is defined as the time period when residents may have guests of the opposite sex in their residence hall room:

- Residents may have guests of the opposite sex any day between the hours of 9:00 a.m. and 2:00 a.m.
- All guests must be at least 18 years of age or an immediate family member. Any exception **MUST** be approved by the Office of Residence Life at least two business days in advance of the guest visit.
- Visitation hours may be extended for special events provided the event coordinator obtains permission through the Office of Residence Life prior to the event.
- Residents may visit other residents without an escort. All non-resident guests must be signed in with an ID at the Seton Lobby Front Desk and escorted by and remain with their host at all times while in the residence hall (*see Guest and Escort policy*).
- Lounge spaces on the floors, hallways and laundry facilities in the residence hall have 24-hour visitation for residents.
- The Commuter Lounge and Seton Lobby 24-hour locations for all students.
- Any guest may be asked to leave the area, or campus, at any time for any reason deemed necessary by University officials.

3. Drug & Alcohol Policy and Guidelines

Mount St. Joseph University seeks to provide an environment in which students may experience intellectual, emotional, physical, social, and personal growth. The development of the capacity to make informed decisions about drugs, including responsible choices about the consumption of, is a significant component of personal growth. The responsibility for making informed choices regarding drugs and the use of alcohol rests with all members of the University community: students, faculty, and staff.

A comprehensive drug and alcohol education program supports members of the University community in making informed and responsible decisions about drugs and alcohol. This program has three primary components: first, to provide members of the University community with education regarding the academic, social, legal, and health-related effects of drug and alcohol use and misuse; second, to provide access and referral for the assessment of and treatment for individuals with drug and alcohol-related problems in cooperation with community agencies; and third, to provide for individual freedom while promoting the health, safety, and welfare of all members of the University community. It is assumed that the University's commitment to

providing education in addition to health, counseling, and ongoing support services will be matched by responsible behavior with respect to alcohol and other drugs.

The University's drug and alcohol policy applies to students and to student organizations conducting activities and events on and off campus and supplements, rather than replaces, the Student Life Standards and Disciplinary Policies and Procedures, including all policies, offenses, procedures and sanctions set forth therein. This policy also applies to any student misusing a drug prescribed to him or her by a physician.

In accordance with the Ohio Revised Code Chapters 2925 and 4301 (2008), Mount St. Joseph University prohibits the illegal use, possession, sale, manufacture, or distribution of drugs, including alcohol, and drug paraphernalia. In addition, the misuse of substances that present physical or psychological hazards to individuals is prohibited; this includes synthetic versions of marijuana, THC, and stimulants, or beverages that combine both alcohol and caffeine. It is the University's intention that its policies comply with state and local laws governing the use, distribution, and consumption of alcohol. See Section IV.I.2 for more information.

A. HEALTH EFFECTS OF ALCOHOL AND/OR OTHER DRUGS

The use of alcohol and/or other drugs has many possible health effects. There are both short-term and long-term effects of drug and alcohol use. In addition, overdose and withdrawal from alcohol and/or other drugs can produce additional effects on a person's health.

Alcohol. The use of alcohol can lead to impaired judgment and coordination, problems with vision and hearing, respiratory depression, increased aggression, liver and heart disease, pancreatitis, and cancer of the mouth, throat, esophagus, and/or voice box. Overdosing on alcohol can cause staggering, loss of coordination, slurred speech, dilated pupils, and nerve and liver damage. In women, consuming alcohol while pregnant can lead to fetal alcohol syndrome in babies. Abruptly terminating heavy long-term usage can result in withdrawal symptoms that include sweating, tremors, altered perception, psychosis, fear, and auditory hallucinations.

Narcotics. The use of narcotics may result in drowsiness, confusion, nausea, constricted pupils, and respiratory depression. Effects of overdosing on narcotics include slow, shallow breathing, clammy skin, convulsions, coma, and possible death. Withdrawal symptoms of narcotics use include watery eyes, runny nose, yawning, cramps, loss of appetite, irritability, nausea, tremors, panic, chills, and sweating.

Depressants. The use of depressants can lead to slurred speech, difficulty concentrating, impaired judgment and coordination, and respiratory depression. Overdosing from depressant use can produce effects such as shallow respiration, clammy skin, dilated pupils, weak and/or rapid pulse, coma, and possible death. Withdrawal symptoms include anxiety, insomnia, muscle tremors, loss of appetite, convulsions, delirium, and death.

Stimulants. The use of stimulants may include anxiety, blurred vision, impaired coordination, decreased appetite, increased heart and respiratory rates, elevated blood pressure, and delusions. Overdosing can lead to agitation, increased body temperature, hallucinations, convulsions, and possible death. Withdrawal symptoms seen in stimulant users include apathy, long periods of sleep, irritability, depression, and disorientation.

Hallucinogens. The use of hallucinogens may lead to confusion, violent behavior, anxiety, hallucinations, illusions, depression, distorted perception of time, convulsions, psychosis, flashbacks and after usage has ceased, heart and lung failure, irreversible brain damage, and coma. Overdosing on a hallucinogen can produce effects such as longer, more intense “trip” episodes, psychosis, coma, and death. There are no known withdrawal symptoms of hallucinogen use.

Cannabis. The use of cannabis may cause loss of appetite, impaired balance, coordination, memory and concentration, disoriented behavior, fluctuating emotions, increased risk of cancer, and psychosis. Overdosing on cannabis can lead to fatigue, lack of coordination, paranoia, and psychosis. Withdrawal symptoms include insomnia, hyperactivity, and decreased appetite.

Steroids. The use of steroids may result in weight and muscle gains and aggressive behavior. Effects of overdosing on steroids are quick weight and muscle gains, extremely aggressive behavior or “roid rage”, severe skin rashes, impotence, and development of irreversible masculine traits in females. Symptoms of withdrawal include significant weight loss, depression, behavior changes, trembling.

B. ALCOHOL POLICY GUIDELINES FOR INDIVIDUALS AND THE RESIDENCE HALL. SEE ALCOHOL POLICY, SECTION IV.I.2 FOR MORE INFORMATION.

C. ALCOHOL POLICY GUIDELINES FOR UNIVERSITY EVENTS

Alcohol is a drug that may be possessed, sold, distributed or consumed at specified and approved University-sponsored or affiliated events in accordance with applicable laws and University policy. The following guidelines are intended to assist event planners in developing responsible practices, which are consistent with the University Alcohol policy. The guidelines are not intended to be all-inclusive. Event planning should be comprehensive and specific attention be given to the event’s purpose, the age of the participants, and environmental and safety precautions.

Guidelines

1. Students, student organizations, and administrative units must comply with all applicable laws and University regulations regarding use and availability of alcohol.
 - a. Officers, planners, and advisors of organizations that sponsor events at which alcohol is available shall be familiar with applicable laws and University policy governing consumption of alcohol and the potential legal liability associated with the sale or serving of alcoholic beverages. Alcohol can only be served by the alcohol liquor license holder on campus, currently AVI Foodsystems, Inc. and/or their employee(s). The Campus Police Department may be consulted in this regard.
 - b. Individuals and organizations sponsoring an event shall ensure that alcoholic beverages are not accessible to or served to persons under the legal drinking age or to persons who appear intoxicated. This includes, but is not limited to, checking identification (valid state driver’s license or state ID) to determine age. Sponsors shall also refuse to serve persons whose behavior suggests that they are intoxicated.
 - c. At functions where alcoholic beverages are provided through AVI as the liquor license holder, direct access to the alcohol shall be limited to a person(s) designated as the server(s) by AVI. Alcohol can only be served by the alcohol

- liquor license holder and/or their employee(s). Consumption of alcoholic beverages is permitted only within the area designated for the event.
- d. Consumption of alcoholic beverages is permitted only within the area designated for the event.
 - e. Alcohol education information can be obtained through the Campus Police Department and/or the Wellness Center, and information, including but not limited to notice of the legal drinking age, shall be posted and/or available at events where alcohol will be served.
 - f. Student Organizations must seek permission to serve alcohol at their event through the Dean of Students at least three weeks prior to the actual event and before any promotional or publicity materials are distributed.
 - g. The sponsoring organization is responsible for contacting the Director of Campus Police to arrange for security coverage during events.
 - h. If an off-campus function includes alcoholic beverages, the sponsoring organizations must adhere to the established University alcohol guideline.
2. Students, student organizations, faculty, staff, and administrative units should discourage abuse and excessive consumption of alcohol.
- a. There shall be a purpose for any gathering other than the availability of alcohol.
 - b. Social events shall not include any form of “drinking contests” or give away alcoholic beverages as prizes.
 - c. Alcohol shall not be available at or be a part of membership recruitment functions.
 - d. The quantity of alcohol purchased and/or sold at an event shall be carefully planned in consultation with AVI as the liquor license holder. The quantity of alcohol purchased for an event shall be limited to three drinks per person of legal drinking age in attendance over a three-hour period. Alcohol may only be served in the following prescribed portions per drink: Beer must be sold in cans not to exceed 12 ounces; wine in servings not to exceed 5 ounces; and mixed drinks in servings not to exceed 1.5 ounces of liquor
 - e. Alcohol may not be brought into an event.
 - f. Food shall be readily available at any event at which alcoholic beverages are served. The recommended expenditure is that one third of total refreshment budget shall be spent on food and nonalcoholic beverages. Food served shall not be limited to salty foods that increase thirst, such as popcorn, chips, and pretzels.
 - g. “Punches” made with alcohol or random combinations of beer and/or liquors are prohibited.
 - h. The Dean of Students must approve all advertising and/or promotional materials for events involving alcohol prior to dissemination. Such advertising should not focus on alcohol or encourage excessive consumption. In fact, advertising shall make no reference to the availability of alcohol.
 - Advertising shall focus on the purpose of theme of an event rather than on the availability of alcohol.
 - The availability of alcohol shall not be used as an inducement to participate in events.
 - Brand names, logos, and symbols of alcohol (kegs, mugs, etc.) may not appear on promotional material.
 - Advertising shall not portray drinking as a solution to personal or academic problems of students.
 - Advertising should not encourage any form of alcohol abuse.

- i. University officials and/or AVI employees, in their sole discretion, reserve the right to deny access to an event, limit the amount of alcohol possessed/purchased/consumed, or ask an individual to leave an event based on behavior that suggests intoxication.
3. Students, student organizations, and administrative units shall respect the decision of persons who are of legal drinking age and choose to drink responsibly as well as the decision of persons who choose not to drink.
 - a. Persons who choose not to drink shall not be harassed or coerced into consuming alcoholic beverages.
 - b. Non-alcoholic beverages shall be made available at the same location as alcoholic beverages, and should be featured as prominently. Groups are encouraged to serve no/low-alcohol beer.
 - c. Non-alcoholic beverages served shall be a popular brand and presented in an appealing way which does not stigmatize persons who choose not to drink.
 - d. Persons who choose not to drink shall be permitted to participate in all activities, which are a part of an event.
 - e. Persons under 18 years of age without a MSJU University ID may not be admitted to events at which alcohol is served unless accompanied by a MSJU community member.

4. Disciplinary Procedures for Alcohol and other Drug Offenses

Disruptive behavior to the campus and surrounding community—directly related to the use of alcohol or other substances is prohibited. Students who, after using alcohol or other drugs, become physically or verbally abusive, or refuse to cooperate with University staff members (including student employees and all volunteers) who are performing their duties, are in violation of this policy. This includes, but is not limited to: fighting, disruptive behavior, loss of consciousness, destruction of private or public property, and harassment of others.

Mount St. Joseph University attempts to ensure the safest environment possible so that the educational process is not hindered unnecessarily. Therefore, the University deems it necessary to have penalties and/or special restrictions for the violation of its drug and alcohol policy. The University believes these penalties serve the best interest of the University community as a whole and the students who violate the policy.

1. Penalties: In addition to all other sanctions and penalties otherwise available, violation of the alcohol and/or drug policy includes but is not limited to the following penalties:

- a. **First Offense:** Requires disciplinary probation and fine ranging from \$50-\$100. Additionally, disciplinary penalties may include educational sanctions and parental notification.
- b. **Second Offense:** Requires disciplinary probation, fine ranging from \$75-\$125, parental notification, and mandatory participation in a comprehensive substance abuse assessment and compliance with the assessment's recommendations, including counseling if necessary. Any cost associated with the assessment and/or off-campus counseling is the responsibility of the student.
- c. **Third Offense:** May result in suspension from the University either immediately or at the end of the semester. The student may return only after evidence of the successful completion of a treatment or counseling program for alcohol or other drug abuse or weekly attendance at an appropriate self-help group, i.e., Alcoholics Anonymous or Narcotics Anonymous. Further attendance at such a group is required as long as the

violator attends the University. Violations of policy relating to the possession, use, or sale of illicit drugs are referred to the Dean of Students for appropriate sanctions.

Verification of registration for subsequent semesters could be withheld until the student complies or is in the process of complying with the penalties assessed for the first and second offenses.

Good Samaritan/Amnesty Policy

Mount St. Joseph University values a safe environment conducive to learning and is committed to ensuring the safety and wellbeing of each student. The University is also committed to providing guidance so that students can learn to develop a responsible approach to social challenges, including whether to use alcohol, how to do so in moderation, and how to comply with local, state, and federal laws governing alcohol consumption.

Mount St. Joseph University expects students to abide by laws and University policies regarding alcohol and drug possession and consumption. For those students who choose to consume alcohol, Mount St. Joseph University expects that they do so in moderation to minimize the incidence of alcohol poisoning and alcohol-related injuries. However, the University acknowledges there may be times when students may face medical emergencies involving excessive drinking and/or drug use. In these situations students are expected to call for assistance (e.g. Resident Assistants, Campus Police, 911, etc.) when concerned for their own health or welfare, or that of another student. In order to encourage students to seek prompt and appropriate attention for alcohol or any other drug intoxication, the University has instituted a Good Samaritan/Amnesty Policy.

Mount St. Joseph University's Good Samaritan/Medical Amnesty policy is applicable to:

- The student requesting medical assistance for oneself
- The student(s) seeking medical assistance for another person

Seeking medical assistance for oneself or a fellow student demonstrates responsible student behavior. When evaluating an alcohol violation, the University will consider whether a student sought medical assistance for oneself or another person in need and, in most cases, view the act of seeking medical assistance as good judgment and not deserving of typical disciplinary sanctions. Thus, if it is determined that the Good Samaritan/Medical Amnesty policy applies to a given situation, the concerned students will not be subject to a disciplinary fine or disciplinary probation. However, the students will be required to meet with the Dean of Students or his/her designee who will facilitate an appropriate consequence which may include parental notification, mandated counseling for assessment and treatment recommendations, or participation in a prevention class or online course for sanctions. Please note that this policy does not excuse or protect those who repeatedly or flagrantly violate the Student Code of Conduct. If a student received medical amnesty for a prior incident, the availability of amnesty for a subsequent incident is at the discretion of the Dean of Students or his/her designee. If other infractions are concurrent at the time of intoxication including but not limited to physical or sexual assault, distribution of illicit substances or property damage, this policy does not apply.

SEEK ASSISTANCE WHEN: You suspect someone has alcohol poisoning, even if they are not exhibiting the classic signs and symptoms

CALL 911 OR CAMPUS POLICE WHEN THE PERSON:

- is unconscious

- is breathing less than eight times a minute
- has repeated and uncontrolled vomiting

DON'T LEAVE AN UNCONSCIOUS PERSON ALONE:

- Alcohol continues to be released into the bloodstream and the level of alcohol in the body continues to rise
- While waiting for help, turn the person on their side; don't try to make the person vomit

5. Tobacco/smoke free policy

In the interest of the health, comfort and safety of students, faculty, staff and campus visitors, use of tobacco and tobacco products in all forms, including but not limited to cigarettes, cigars, chewing tobacco, hookah, e-cigarettes and personal vaporizers, are prohibited on University property. This restriction includes, but is not limited to academic and living facilities, athletic and recreational facilities, parking garage and lots, University vehicles, and personal vehicles being driven or parked on University property.

6. Federal Student Financial Aid Penalties for Drug Law Violations

Students who are currently enrolled and are completing the FAFSA will be asked: “Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid?” Students who answer “Yes” will be asked an additional series of questions to determine if the conviction affects their eligibility for federal student aid.

Students convicted of a federal or state offense of selling or possessing illegal drugs that occurred while they were receiving federal student aid should still complete and submit the FAFSA to determine if there is aid for which they are still eligible. Students who leave question 23 blank cannot receive federal financial aid until they respond by making a correction to their FAFSA. A student who has been convicted of possession or sale of illegal drugs loses Title IV eligibility for a period of time specified in law. The period of ineligibility depends on whether the conviction was for possession or sale of (including conspiring to sell) illegal drugs. If convicted of both the longer period of ineligibility applies.

For convictions involving possession, the periods of ineligibility are as follows:

One conviction: one year after the date of conviction.

Two convictions: two years after the date of the second conviction.

Three or more convictions: indefinite from the date of the third conviction

For convictions involving sale, the periods of ineligibility are as follows:

One conviction: two years after the date of conviction.

Two or more convictions: indefinite from the date of the second conviction.

A federal or state drug conviction can disqualify a student for federal financial aid. Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Title IV aid—they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when the student was a juvenile, unless the student was tried as an adult.

Regaining Eligibility

A student regains eligibility the day after the period of ineligibility ends or when the student successfully completes a qualified drug rehabilitation program. Further drug convictions will make the student ineligible again.

A student whose Title IV eligibility has been suspended indefinitely may regain eligibility only by successfully completing a drug rehabilitation program. A student who is under a one- or two-year penalty may regain eligibility before the expiration of the period of ineligibility by successfully completing a drug rehabilitation program. If the student successfully completes an approved drug rehabilitation program, eligibility is regained on the date the student successfully completes the program. It is the student's responsibility to certify to the school that he/ she has successfully completed the rehabilitation program.

To qualify the student for eligibility, the drug rehabilitation program must include at least two unannounced drug tests, and:

- have received or be qualified to receive funds directly or indirectly under a Federal, State, or local government program; or
- be administered or recognized by a Federal, State, or local government agency or court; or
- have received or be qualified to receive payment directly or indirectly from a Federally- or State licensed insurance company; or
- be administered or recognized by a Federally- or State-licensed hospital, health clinic or medical doctor.

7. Campus Emergency Procedures

Students are expected to follow all University emergency procedures as communicated by University officials. Students are expected to follow all directives given by University officials (i.e. Campus Police Officers, residence hall staff, Directors, Deans, President of the University, etc.). For information on current emergency procedures, please refer to <http://www.msj.edu/student-life/public-safety-campus-police/resources-information/disaster-and-emergency-response-plan/>

- a. **Bomb Threat.** In the event of a bomb threat in the residence hall, the building is evacuated according to fire procedures. Persons must follow directions of the residence hall staff and other University officials. See MSJ emergency procedure through this link: <http://www.msj.edu/student-life/public-safety-campus-police/>
- b. **Fire Alarms.** Fire drills are held periodically to ensure safety of students. When the alarm sounds, you must exit the building immediately. *Do not call the Seton Center Front Desk unless you have emergency information.*
 - Learn the location of all fire exits, fire alarms, and fire extinguishers on your floor.
 - If the alarm sounds, put on your shoes, get a coat (if necessary), lock your door, and leave the building by the nearest stairway possible. Do not use the elevators! You may return only upon authorization of a staff member.

Do not take chances with fire – even a small one can get out of control quickly. If a fire cannot be extinguished with available equipment, activate the nearest fire alarm.

- Pulling a false fire alarm, tampering with fire equipment, or the false reporting of an emergency to the police or fire department is punishable under Ohio Revised