

Drug-Free Schools and Campuses Act Biennial Review: 2022-2024

Introduction

Davidson College (Davidson) is committed to the health and safety of our students, staff, and faculty members. The primary purpose of Davidson College is to assist students in developing humane instincts and disciplined and creative minds for leadership and service. Davidson College expects all members of its community, including students, staff, faculty, and their guests, to operate in accordance with federal and North Carolina state laws, as well as College policies, regarding the use, sale, possession, and consumption of alcoholic beverages, drugs, and drug paraphernalia, as outlined in the Davidson College Student Handbook (p. 24). The College also offers a variety of alcohol and other drug related programs and services to support the health, safety, and well being of its students and employees.

The objectives of this biennial review are to identify the college's current efforts to educate on and prevent alcohol and other drug (AOD) misuse, determine the effectiveness of the college's AOD prevention program, ensure the consistent enforcement of disciplinary sanctions for violating standards of conduct, and determine gaps in policies or programs and needed improvements. This report contains: descriptions of Davidson's AOD programs and shows that Davidson College meets the requirements of the Drug Free Schools and Campuses Act. Our report shows that we have met the required 1) Standards of Conduct; 2) description of sanctions for violating federal, state, and local laws and campus policies; 3) a description of health risks associated with AOD use and misuse; 4) a description of treatment options; 5) a biennial review of program effectiveness and 6) consistency of enforcement sanctions.

Davidson's drug-free workplace policy can be found on the **HR website** and in Appendix F. Davidson's student alcohol and drug policies can be found in the **Student Handbook** and Appendix A.

Descriptions of AOD Programs

Davidson offers a variety of alcohol and other drug prevention related programs to students and employees. Many of our programmatic efforts are focused on the student population. Student programs are offered by: Office of Residence Life, Dean of Students Office (which includes Student Rights and Responsibilities and CARE and Case Management), Center for Student Health & Well-Being (which encompasses Counseling Services, Health Services, Health Education, and Nutrition Services), Student Engagement (which encompasses the Alvarez College Union, Student Activities, Outdoor Programs, Chidsey Leadership Program, Lula Bell's Resource Center, and Fraternity and Sorority Life), and Athletics, among others. A list of key program summaries can be found in Appendix D. Note, the programs described in Appendix D are not an exhaustive list of campus programs, however, do provide a comprehensive overview of the programs surrounding AOD education.

While Davidson focuses our AOD active programming toward students, there are also

educational and support resources available to faculty and staff. Most of these opportunities are no or low cost and include Employee Assistance Programs, as well as

referrals to local and community resources. Additionally, Human Resources offers a wide variety of training and educational workshops related to wellness, program descriptions for these workshops can be accessed [here](#).

Statement of AOD Program Goals and Achievements

Generally, Davidson's AOD related programs aim to:

- reduce high-risk alcohol and drug use behaviors,
- increase knowledge of campus and community expectations regarding alcohol and drug use,
- assist with identifying alternatives to drinking or drug use while at social events,
- provide information regarding the effects of alcohol and other drugs on the body and developing brain,
- provide opportunities for values reflection and goal consideration to determine if AOD use aligns with personal expectations, and
- to assist students with finding treatment and support options when alcohol and other drug misuse occurs.

Summary of Strengths

Davidson offers several different programming options throughout the academic year. For example, all new and transfer students are required to complete online AOD education before the start of fall semester, which includes information about campus policy and resources. This mandatory online education is executed by the Center for Student Health and Well-Being. The Center for Student Health and Well-Being also has professional counselors equipped to support students and provide formal assessments related to AOD use as necessary. The Residence Life Office (RLO) offers several active programs each semester, in addition to implementing passive opportunities to increase knowledge around risk-reduction and general AOD education awareness. Through their respective organizations, Patterson Court Council, eating houses, and fraternity and sorority life offer multiple training and education opportunities for their members throughout the academic year. Part of their program requirements provides minimum expectations for these student organizations, including a section on risk management during events where alcohol is present. The athletic program promotes education, screenings, counseling, and sanctions as part of the college's intercollegiate athletic program (Appendix E). The college has mandated alcohol and other drug education through the student disciplinary policies and procedures, which requires an online AOD workshop when related student AOD policies are violated (Appendices B and C). Human resources follows a similar model when concern arises related to faculty and staff alcohol and other drug use.

Davidson offers multiple, creative opportunities for students to be engaged in meaningful ways with alcohol and other drug education. Educational offerings begin with new student orientation and continue throughout the academic year. Many of these programs are targeted specifically to high-risk populations (on-campus residents,

fraternity, sorority, and eating house members, new students). Additionally, the Health Education Office offers active and passive programs led by student health advisors on AOD use and abuse.

Davidson provides amnesty to students who may be hesitant to report to Davidson College officials because they fear that they themselves may be accused of minor policy violations, such as underage drinking, at the time of the incident. Educational options will be explored, but no conduct proceedings or conduct record will result. Invocation of the amnesty policy will be determined on a case-by-case basis by the Dean of Students Office. It is also important to understand that this policy only applies to the violation of the college AOD policy and not for any additional violations. More information about the amnesty policy can be found in the **Student Handbook**.

Davidson College provides robust information regarding the health risk associated with AOD use, as well as treatment options available. This information is found in the **Student Handbook**.

Distribution of Annual Notification to Students and Employees

Students and employees are notified annually in compliance with the Drug-Free Schools and Communities Act (DFSCA). The annual notification to students is sent electronically to their Davidson issued email accounts and is part of the overall communication to students regarding policies, expectations, and resources within the campus community. This message is reiterated to on-campus students during their initial floor meetings with RLO staff.

The annual notification is sent to faculty and staff electronically and includes information regarding federal laws and requirements in relation to the DFSCA, health risks associated with alcohol and other drug use, prevention and treatment programs available, as well as other applicable state laws and campus policies. Faculty and staff are also expected to familiarize themselves with all employee guidelines, including expectations and resources for AOD use, during their onboarding process. Faculty and staff resources can be found via the Drug-free Workplace **website**.

Recommended Changes for AOD Programs

The AOD programs currently offered at Davidson are both educational and engaging. Moving forward, it will be important to open these targeted educational opportunities up to the greater campus community. As mentioned, many of Davidson's programs target high-risk populations, but we know the rest of our campus could benefit from the information as well. Increasing marketing will be important to spread the word and increase attendance at the programs.

The effectiveness of community partnerships, evidence-based approaches, proactive harm-reduction strategies, cross-unit collaborations, and communication efforts among faculty, staff, and students surrounding this work can be explored further and benefit from the perspectives and "fresh eyes" from recent hires and incoming staff from

various units, including the Union, Health Education and the Center for Student Health & Well-Being.

Enforcement of Policy

The Dean of Students Office and the Residence Life Office (RLO) are ultimately responsible for the enforcement of policy for students. Sanctioning philosophy and guidelines related to alcohol and other drug use can found in the **Student Handbook**. Davidson focuses on educational opportunities for students to redirect their behavior with the goal of making healthy future choices.

While the Dean of Students Office is ultimately responsible for policy enforcement, there are many partners around campus which assist in this endeavor. For example, staff from the Dean of Students Office and RLO partner in the training of student leaders (Residence Assistants and Hall Counselors), as the student leaders are often the first to respond to possible alcohol and other drug related incidents in the residential community. Residence Life professional staff adjudicate violations that occur in residential settings. Additionally, the Dean of Students Office has partnered with the Davidson College Police Department on referrals and citations, which are issued to students in conjunction with, or as an alternative to, violations of federal, state, or local laws. For example, there are various outcomes for alcohol and other drug use in North Carolina. However, in compliance with the Drug Free Schools and Campuses Act, underage drinking and other drug possession and use are not permitted on campus property (including in the residence halls). In these situations, the student can be issued a campus citation and referred to the Dean of Students Office in lieu of arrest or legal citation.

Sanction Outcomes and Effectiveness

A wide variety of sanctions are implemented for AOD related violations. Examples include alcohol and drug policy workshops, online AOD education, voluntary counseling, required AOD assessments through the Counseling Center, health and wellness workshops, and reflection / research papers. Table 1 shows the number of total AOD violations, along with the number of repeat offenses. Table 2 shows the educational sanctions, along with the number of times assigned in each year under this report. The academic year is established as August 1-July 30 for the purposes of the tables below. The outcomes below have been reviewed and are consistent with the response to AOD-related incidents and appropriate sanction enforcement.

Table 1: AOD policy violations by year

2022-2023	2023-2024
Total Violations (Number of Repeats)	Total Violations (Number of Repeats)
Alcohol 38 (0)	Alcohol 16 (0)
Drugs 3 (0)	Drugs 1 (0)

Table 2*: Educational sanctions assigned by year

Educational Sanction	2022-2023	2023-2024
Alcohol and Other Drug Online Workshop	12	2
Alcohol Reflection Paper	6	0
Alcohol-Free Bulletin Board	0	0
Attend a Campus Program	0	0
Campus Office Referral	0	0
College Service	0	0
Counseling Assessment	0	0
Create a Program	0	0
Create a Sign/Flyer	1	0
Davidson College Police Officer Interview Project	0	0
Designated Sober Weekend	2	0
Follow-up Discussion	0	0
Housing Relocation	1	0
Letter of Apology	4	0
Letter to Your First-Year Self	1	0
Loss of Privileges/Restricted Access	0	0
Other Educational Action	22	3
Policy Review	2	0
PSA Bulletin Board	0	0
Reflective Essay	2	2

* The number of assigned sanctions may be higher than the total number of alcohol or drug violations, as more than one sanction may be assigned for a violation.

Areas of Improvement

Recommendations for continued improvement include:

1. Creation of a campuswide review committee to conduct the biennial review, discuss sanction enforcement, and to best document and codify AOD data collection.
2. Continue to edit the student AOD policy and sanctions to reflect best practices for language, expected behaviors, and education.
3. Assessment of campus open consumption areas (PCC lawn and Armfield Courtyard) and consideration of changes to the open consumption policy that promote harm reduction and healthy alcohol use and reduce high risk behaviors.
4. Work with Student Engagement and student organizations for recommendations on how to best communicate and utilize the AOD policy.

Appendix A - Philosophy, Expectations, and Objectives of the Student AOD Policy (for Students)

Philosophy

The primary purpose of Davidson College is to assist students in developing humane instincts and disciplined and creative minds for leadership and service. All members of the academic community, including students, staff, faculty, and their guests, share the responsibility for preserving an environment that enables these pursuits and all are expected to exemplify high standards of professional and personal conduct. The illegal or abusive use of drugs or alcohol by members of the academic community adversely affects this educational environment.

Davidson College shall take all actions necessary and consistent with state and federal law and college policy to eliminate the illegal use of drugs, including alcohol, within the Davidson community. In keeping with its mission, Davidson College will utilize educational strategies as its major approach to this problem; however, one should be aware that any member of the college community who uses illegal drugs or abuses any drug, including alcohol, might be subject to prosecution and punishment by civil authorities and to disciplinary proceedings by the college. Trafficking in illegal drugs is particularly offensive and the sanctions reflect this judgment. Nevertheless, this policy does not seek punitive punishment for those who seek rehabilitation. All information provided by those who voluntarily avail themselves of drug or alcohol counseling or rehabilitation services will be confidential.

Davidson College Alcohol and Drug Policy

Davidson College expects community members to operate in accordance with the laws of the State of North Carolina (see section below) regarding the use, sale, possession and consumption of alcoholic beverages. It is the responsibility of all members of the college community to abide by those laws.

Davidson students and organizations are required to be familiar with the Davidson College Alcohol and Drug Policy and to operate within that policy. Patterson Court organizations have a special responsibility to ensure that their officers and members know and abide by the Alcohol Beverage Controls laws of the state, as well as be knowledgeable of the policies of their inter/national organization where applicable. Ignorance of policy is not a defensible excuse.

Students or members of the community who observe a medical or other emergency are obligated to call for help. As such, if the "Good Samaritan" who places a call for help is found to be in violation of policy, the fact that the student placed the call will be considered a mitigating circumstance when sanctions are imposed on an individual or student organization.

Objectives of the Alcohol Policy

The Alcohol and Drug Policy for Davidson College has the following objectives:

1. To encourage students through education and disciplinary actions to obey the laws of North Carolina regarding the use, sale, possession and consumption of alcohol;
2. To encourage students' responsibility for their behavior regarding the consumption of alcohol as prescribed by college regulations, set forth in this policy;
3. To encourage a campus climate which does not tolerate alcohol misuse or abuse;
4. To develop a more creative, healthy, and positive social environment;
5. To provide educational programming that informs students concerning the use and abuse of alcohol from the first to the senior year;
6. To provide a program of intervention, treatment and support for those students who are at risk from the abuse of alcohol; and
7. To establish appropriate disciplinary mechanisms and sanctions for those who violate this policy.

Appendix B - Sanction Guidelines for Violations of the Student Drug Policy (for Students)

The possession, use, or distribution of illegal drugs on the Davidson College campus is prohibited. Such conduct:

- Violates federal and state laws.

- Endangers one's physical and mental health; and endangers the health and safety of others, especially roommates and neighbors.
- Threatens the fabric of the community with serious security risks resulting from dealing with individuals operating outside the law.

Davidson College will cooperate fully with all law enforcement officials investigating or charging a student with illegal drug use. Any student who violates federal or state illegal drug laws is subject to criminal prosecution as well as campus disciplinary proceedings.

Students are subject to disciplinary action for the possession, manufacture, use, sale or distribution of any quantity of prescription drugs or controlled substance, except for the use of an over-the-counter medication or for the prescribed use of medication in accordance with the instructions of a physician. Controlled substances include, but are not limited to:

- mushrooms (psilocybin)
- marijuana
- cocaine
- "crack" or other cocaine derivatives
- heroin
- amphetamines
- barbiturates
- LSD, PCP
- "ecstasy", "eve", or other "designer drugs"
- "roofies" rohypnol

Possession of paraphernalia associated with the use, possession or manufacture of a prescription drug or controlled substance is also prohibited by state law and college policy.

The sanctions to be imposed by the college may range from probation to indefinite suspension. However, the following minimum sanctions shall be imposed:

1. The minimum penalty for a first-time violation of the Illegal Drug Policy for the illegal use of a Schedule VI drug as defined by North Carolina Statute (e.g. Marijuana, THC, Hashish, Hash Oil) or Schedule VI drug paraphernalia will be a requirement for participation in a drug abuse education and/or treatment program, five hours of college service, and a letter will be sent to a family member of the student. Any student who violates the Illegal Drug Policy with the

use of a Schedule VI drug or drug paraphernalia for a second time will have a requirement for participation in a drug abuse education and/or treatment program, ten hours of college service, and a letter will be sent to a family member of the student. Any student who violates the Illegal Drug Policy with the use of a Schedule VI drug or drug paraphernalia for a third time may be suspended for a semester or more. Other sanctions may apply depending on the type of drug possessed, used, distributed or sold.

2. The minimum penalty for a first-time violation of the Illegal Drug Policy for the illegal use of drugs found in Schedules I-V as defined by North Carolina Statute (e.g. all other controlled substances, prescription drugs) or their paraphernalia will be the immediate suspension of the responsible student from the college and for at least one semester beyond the semester in which the violation occurs. Other sanctions may apply depending on the type of drug possessed, used, distributed or sold. (See the following charts for more specific details.) *
3. The penalty for a violation of the Illegal Drug Policy for the sale, distribution, or manufacture of a prescription drug, controlled substance or drug paraphernalia will be an immediate indefinite suspension from the college. *

As citizens, the students, faculty and staff at Davidson are responsible for knowing and complying with all applicable federal, state and local laws that make it a crime to possess, sell, deliver or manufacture those drugs considered "controlled substances" by the State of North Carolina and the United States Government. Any member of the college community who violates the law is subject both to prosecution and punishment by the civil authorities and to disciplinary proceedings by the college.

OTHER DRUGS: The possession, production, sale and delivery of controlled substances are illegal under the North Carolina Controlled Substance Act of 1971. A drug offense may be considered a felony or misdemeanor depending on the nature of the charge. Simple possession is generally considered less serious than manufacture, sale or distribution. However, possession of large amounts of drugs may be construed as intent to sell. Distribution may include giving a controlled substance to a friend free of charge. Repeat offenders are generally punished more harshly.

A criminal record (misdemeanor or felony) may preclude admission to graduate or professional schools, profession licensure and certification, or security clearance of certain professions and positions.

Appendix C - Sanction Guidelines for Violations of the Student Alcohol Policy (for Students)

1. Alcohol Possession. Students under the age of 21 should not possess or consume alcohol.

- A. First offense: Parent/guardian notification, meet with a representative of the Student Life Staff and be required to complete online alcohol education.
 - B. Second offense: Parent/guardian notification, period of accountability probation, meet with a representative of the Student Life Staff and be required to complete alcohol and other drug assessment through the counseling center.
 - C. Third offense: Referral to the Code of Responsibility Council.
2. Providing alcohol to underage students: Students should not supply alcohol to individuals under the age of 21. Underage Drinking Games: Students under the age of 21 should not engage in underage drinking games. Common Containers: Students should not have common containers of alcohol. Common containers include, but are not limited to, kegs, punch bowls, Jell-O, pony kegs, beer balls, trashcans, and funnels.
- A. First offense: Meet with a representative of the Student Life Staff and be required to complete online alcohol education or another educational program (at the discretion of the Student Life Staff).
 - B. Second offense: Period of accountability probation, meet with a representative of the Student Life Staff and be required to complete an educational program (at the discretion of the Student Life Staff).
 - C. Third offense: Referral to the Code of Responsibility Council.
3. DWI. Students should not drive while impaired. A person is driving impaired if they drive any vehicle (including golf carts and bicycles) while under the influence of an impairing substance; and/or, after having consumed sufficient alcohol that they have, at any relevant time after the driving, an alcohol concentration of 0.08 or more; and/or if the driver is under 21 years of age, the driver is considered to be driving while impaired if their BAC is 0.01 or above.
- A. First offense: Parent/guardian notification, period of accountability probation, revocation of campus driving and parking privileges for 12 months, and required to complete alcohol and other drug assessment through the counseling center.
 - B. Subsequent offenses: will be subject to sanctions that are more stringent.

Campus Police Response:

- a) A first offense may result in arrest and criminal charges if the driver is not of legal age or if the of-age driver tests above the legal limit of 0.08 and demonstrates appreciable mental or physical impairment, or both.

b) If the driver is below the legal limit, Davidson College Campus Police reserve the right to use their discretion when deciding whether or not to charge the driver with DWI and issuing the above first offense consequences.

For all above alcohol related violations:

Students who have consumed alcohol to the point of severe intoxication (e.g. requiring assistance from staff or medical personnel) will also be referred to Student Health and Well-Being for a substance abuse assessment.

Family notification will likely occur in these circumstances, even if it is the student's first offense.

In a case where additional non-alcohol violations have occurred, the student may face Code of Responsibility charges and advance through the student accountability process as outlined in the **Student Handbook**. The Code of Responsibility Council has the full range of listed sanctions available, including but not limited to: referral to a substance abuse assessment, college service, eviction from college housing, and referral to a Student Life staff member.

Organizational Violations:

Charges against organizations shall be referred to the Code of Responsibility Council. Sanctions may include (1) warning, (2) fines, (3) social probation, (4) limiting or suspension of new member activities if the violation pertains to activities or to first-year guests, and (5) the canceling of the house's lease with the College.

Appendix D - Summaries of Key Student Programs and Initiatives

Title: Hall Talks

Date: Various during the first week of Fall semesters

Sponsoring Office: Center for Student Health & Well-Being - Health Education Office

Audience: all on-campus residents

Program Summary: focused on healthy AOD behaviors, descriptions of health risks associated with AOD use, and residential policies related to AOD consumption

Title: Green Dot

Date: various between August 2022 and 2024

Sponsoring Office: Center for Student Health & Well-Being - Health Education Office

Audience: faculty, staff, and students

Program Summary: Participants learn basic skills to intervene in high-risk situations by identifying warning signs, personal and social barriers to intervention, and safe and effective intervention options. During this two-year timeframe, 61 students and 40 faculty/staff were trained.

Title: Counseling Appointments

Date: Various

Sponsoring Office: Center for Student Health & Well-Being - Counseling Services

Audience: Students with expressed / observed AOD-related concerns

Program Summary: Based on referrals from the DOS office, or based upon counselor professional judgment the counseling department completes an AOD screening assessment. This assessment allows our counselors to provide mental health services based on the needs of the individual students. This support is provided during one-on-one counseling sessions and/or through group counseling sessions.

Title: Risk Manager Training

Date: Various Trainings

Sponsoring Office: Student Activities

Audience: all students who are designated as the lead if they are present at PCC-sponsored events with alcohol

Program Summary: facilitators share information about campus resources, how to properly manage alcohol, safety of serving alcohol, the responsibility and privilege of being able to do such things on campus, allyship, and creating group norms. Other drug use is briefly mentioned, but not thoroughly explored.

Appendix E - Athletic Department Drug and Alcohol Education and Testing Policies

The goal of the Davidson College Athletic Department's Drug and Alcohol Education and Testing Policy is to promote a substance-free environment in the college's intercollegiate athletic program. The abuse of controlled substances and performance-enhancing substances is detrimental to the health of a Scholar-Athlete, can compromise the health and safety of the Scholar-Athlete and other Scholar-Athletes during competition and practice, can interfere with academic performance, and compromises the integrity and spirit of the intercollegiate athletic competition.

The purposes of this Drug and Alcohol Education and Testing policy, which includes education, screening, counseling, and sanctions, are

- 1) Educate Davidson College Scholar-Athletes on the dangers of drug and alcohol use and abuse;
- 2) To detect possible prohibited drug use through a screening program based on random testing;
- 3) To assist in the rehabilitation of Scholar-Athletes using or abusing banned substances; and
- 4) To disassociate from our intercollegiate athletics programs any person who is found to be engaged in improper use of drugs who does not respond to rehabilitation efforts.

This policy applies to all "Scholar-Athletes," defined as students participating in the college's intercollegiate athletics program, including students who are not currently playing but are still associated with athletic teams (e.g., students who are injured, academically ineligible, redshirted). Students who have exhausted their NCAA eligibility and/or are no longer associated with athletic teams are not covered by this policy.

This policy is not to be construed as a contract between Davidson College and the Scholar Athletes. However, signed consent and notification forms shall be considered affirmation of the Scholar-Athlete's agreement to the terms and conditions stated in this policy.

This policy is separate and distinct from the NCAA Drug-Testing program and can be amended by the college at any time. More information about the Davidson College Athletic Department Drug and Alcohol Education and Testing Policy can be found [here](#).

Appendix F - Drug-free Workplace Policy for Employees

Davidson College is committed to providing its employees with a safe workplace while promoting programs that encourage high standards of employee health.

Prohibited Acts

- The college prohibits the manufacture, distribution, sale, dispensation, possession or use of illegal drugs on college property or while conducting college business away from the campus.
- The college also prohibits the unlawful possession, use, or distribution of alcohol on college premises or as a part of any of the college's activities.
- Employees and members of the Davidson community are expected and required to report for work on time and in appropriate mental and physical condition to carry out their assigned duties. Any impairment due to alcohol or drug use, however slight, is unacceptable.
- Employees should report to the supervisor any medically prescribed treatment involving prescription drugs that may affect their ability to perform on the job.
- Any conviction, guilty plea or plea of no contest involving the illegal manufacture, distribution, dispensation, sale or use of alcohol, drugs or other controlled substances should be reported to the supervisor. A conviction includes any finding of guilt and/or any imposition of a fine, jail sentence, probation or other penalty.

Drug Testing

The college reserves the right to require a drug or alcohol test in the event of damage to a college property or an on-the-job injury. If such a test indicates a positive result, the employee will be discharged. Moreover, if an employee is found to have been under the influence of alcohol or illegal drugs at the time of a reportable Workers' Compensation injury, the college will notify the appropriate insurance carrier of the results of the drug and/or alcohol test, and the benefits, if any, to the injured employee may be affected. The employee, at his or her own expense, may request a retest of such a sample within 48 hours of being advised of the positive test result.

Penalties

Employees or members of the Davidson community who violate this policy will be subject to disciplinary action commensurate with the nature and severity of the violation. Disciplinary action may include oral warning, written warning, probation, satisfactory participation in a drug or alcohol abuse assistance or rehabilitation program, suspension without pay, termination and/or referral for prosecution.

Employee Assistance

Employees are encouraged to admit and seek assistance for any existing or potential drug or alcohol dependency problem. The **Employee Assistance Program** is available to college employees for help. Furthermore, any employee may request a meeting with the Director of Human Resources (704-894-2213) regarding such concerns. Available health plan coverages and area resources will be communicated.

Reporting

Employees on federally supported grant programs must, as a condition of employment, abide by the terms of this policy. It is a requirement that they report any convictions under a criminal drug statute for violations occurring on college property or while conducting college business off-campus within five days of said conviction. Reports should be made to the Human Resources office or the Vice President for Academic Affairs. The college must then notify the federal granting office within ten days after receiving notification of the conviction. The college must take appropriate personnel action within thirty days of notification of conviction.

Questions regarding this policy should be directed to Human Resources at 704-894-2213.