

University of California, Irvine
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Drug Free Schools and Campuses Regulations [EDGAR Part 86] Alcohol and Other Drug Prevention Certification

The undersigned certifies that it has adopted and implemented an alcohol and other drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. Formal notification about the drug and alcohol policies were sent to employees and students and a biennial review was conducted. This biennial review includes:

- UC and UCI policies on alcohol and other drugs
- Research on student alcohol and other drug usage rates
- Education and prevention and intervention for employees and students
- Alcohol and other drug program components
- Enforcement and sanctioning
- Conclusions and goals

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University of California, Irvine

Drug-Free Schools and Communities Act Biennial Review

Academic Years: 2022 - 2024

Posted in compliance with Part 86, the Drug and Alcohol Abuse Prevention Regulations,
Education Department General Administrative Regulations (EDGAR)

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I. Introduction/Overview

The [Drug Free Schools and Communities Act](#) requires institutions of higher education to conduct a biennial review of their alcohol and drug programs and policies to determine the effectiveness of prevention programs, consistency of policy enforcement, and to implement any necessary changes to programs and policies.

Alcohol and other drug abuse have serious effects on campus safety, community well-being, and the academic performance of our students. Conducting a biennial review provides an opportunity for UC Irvine to document its prevention efforts and to also closely examine the scope and effectiveness of our Drug and Alcohol Prevention Program (DAAPP). Required components of a DAAPP: (1) annual written notifications to all students and employees on campus conduct standards, sanctions, health risks from use of alcohol and other drugs, treatments available, and (2) biennial review and reporting of alcohol, drug and prevention programs and enforcement.

This Biennial Review covers the 2022-2024 academic years. The following departments have contributed to development and maintenance of this document:

- American Campus Communities
- Athletics
- Campus Organizations & Volunteer Programs
- Campus Recreation
- CARE
- Center for Student Health & Wellness Promotions
- Clery Act Compliance
- Counseling Center
- Faculty and Support Services
- Graduate Family Housing Residence Life
- Human Resources
- Office of Academic Integrity & Student Conduct
- Sorority and Fraternity Life
- Student Affairs Office
- Student Health Center
- Student Life & Leadership
- UC Irvine Police Department
- Undergraduate Student Housing Residential Life

II. Annual Policy Notification Process

During the period of this biennial review, the university issued the Alcohol and Substance Misuse Policy Annual Notification to all students and employees through the university's zotMAIL (email) system on:

- October 4, 2022 and October 17, 2022
- September 27, 2023 and October 30, 2023

A copy of the notices for the Alcohol and Substance Misuse Policy can be found in the appendix section.

The Alcohol and Substance Misuse Policy is also distributed and/or referenced in the following: UCI Administrative Policies and Procedures webpage, Annual Security Report, UCI General Catalog, UCI Office of Academic Integrity & Student Conduct – Policies Applying to Campus Activities, Organizations and Students (PACAOS), UCI Student Housing Policies, UCI Student Housing Lease Agreements, Athletics Student Athlete Handbook, and the Office of Campus Organizations policies and agreements webpage for student organizations.

A copy of the Alcohol and Substance Misuse Policy notification can be found in the appendix section of this document, starting on page 35.

III. Policies

A. ALCOHOL AND OTHER DRUG POLICIES FOR ALL EMPLOYEES AND STUDENTS

Policies for keeping our campus community and worksites free from the illegal use, possession, or distribution of alcohol and controlled substances are posted online. All drugs that are illegal by state and/or federal law are prohibited by University policy. There are two primary policies that apply to all University students and employees. Throughout this report, “employees” refers to all campus and medical center faculty, staff, and student employees.

1. All Substances

[The UC policy on Substance Abuse](#), is shown in full in Appendix B, item 1. An excerpt is:

Unlawful manufacture, distribution, dispensing, possession, use, or sale of alcohol or of controlled substances by university employees and students in the workplace, on university premises, at official University functions, or on university business is prohibited. In addition, employees and students shall not use illegal substances or abuse legal substances in a manner that impairs work performance, scholarly activities, or student life.

Employees found to be in violation of this Policy, including student employees if the circumstances warrant, may be subject to corrective action, up to and including dismissal, under applicable University policies and labor contracts, or may be required, at the discretion of the University, to participate satisfactorily in an Employee Support Program.

Students found to be in violation of this Policy may be subject to corrective action, up to and including dismissal, as set forth in the University of California Policies Applying to Campus Activities, Organizations, and Students (Part A) and in campus regulations, or may be required, at the discretion of the University, to participate satisfactorily in a treatment program.

UC policy on Substance Abuse is also posted in the [Personnel Policies for Staff Members](#), under Selected Systemwide Policies.

The [UCI Catalogue](#) also posts the link to Policies Applying to Campus Activities, Organizations and Students (PACAOS) which reviews the alcohol and other drug campus policy.

2. Alcoholic Beverages

All federal and state laws regarding alcohol use pertains to use on campus. Alcohol may be consumed on campus by faculty, staff, and students age 21 and over at approved locations on campus with required permits (e.g., Bren Events Center, Anteater Ballpark, Anthill Pub & Grille, and selected areas of the Student Center) and when in private residence hall rooms (limited as described in section II.B.4 of this review).

UCI’s Administrative Policies and Procedures, Section 900-13, states our alcoholic beverages policy, posted online at <http://policies.uci.edu/policies/pols/900-13.php>, and shown in full in Appendix B, item 2. As described in this policy, alcohol is allowed on campus and at university events, but only under certain conditions. For the full list of requirements, see Appendix B, but highlights are:

- No one under age 21 is served alcohol.
- Only wine and beer are permitted at student-sponsored or student-oriented events.
- Self-service of alcoholic beverages is permitted only at events that have: (1) only faculty and/or staff present, (2) fewer than 50 attendees, (3) all guests are age of 21 or above, and (4) the only alcoholic beverages available are wine and beer.
- The Primary Event Representative from the department or organization is in attendance at the event, and there is one Event Representative present for every 50 attendees during the entire time that alcohol is served to ensure that all campus alcohol policies are followed.
- Service and consumption of alcoholic beverages is permitted only in certain areas on campus, and only after a campus permit for the specific event has been approved.
- Events held outdoors must be barricaded and clearly marked that no alcohol may be carried outside that area.
- Non-alcoholic beverages and food must also be served whenever alcohol is served.
- Events with alcohol cannot be promoted as such.

AOD regulations regarding Registered Campus Organizations pertain to all faculty, staff, and students, but because such organizations consist primarily of students, that information is included in the section on student policies, section II.B.2 of this review.

B. ADDITIONAL POLICIES

1. All Students

UC defines a student as someone who either is currently enrolled at any UC campus for academic credit or was enrolled during the preceding term and is eligible for reenrollment during the next term. The exception is students enrolled in continuing education; they are not considered students¹.

In addition to the AOD policies that apply to all students and employees, UC Office of the President updated [Policies Applying to Campus Activities, Organizations, and Students](#) (PACAOS) on 2/20/2024. PACAOS applies to all students and sets rules for student conduct, including alcohol and other drugs (section 102), due process procedures (section 103), how discipline is imposed (section 104), and the types discipline for violation of those rules, which can include suspension or dismissal (section 105). An excerpt from PACAOS explains that the chancellor may impose discipline for alcohol or other drug violations:

Chancellors may impose discipline for the commission or attempted commission (including aiding or abetting in the commission or attempted commission) of the following types of violations by students, as well as such other violations as may be specified in campus regulations. [Section 102.00]

Two of the “following types of violations” from the above excerpt are relevant to alcohol or other drugs:

Unlawful manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of controlled substances, identified in federal and state law or regulations. [Section 102.17]

Manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance

¹ UC Policy on Substance Abuse, <https://policy.ucop.edu/doc/4000386/SubstanceAbuse>

with, University policy or campus regulations. [Section 102.18]

2. Registered Campus Organizations

A Registered Campus Organization is an organization whose membership predominantly comprises students, faculty, and/or staff of a particular University campus, and that attains recognition as a Registered Campus Organization by complying with the requirements and procedures set forth in campus implementing regulations.

[...] A Registered Campus Organization is required to comply with university policies and campus regulations as well as applicable laws or it will be subject to revocation of registration, loss of privileges, or other sanctions. In denying or revoking registration or applying sanctions, campus regulations shall provide an opportunity for a hearing with basic standards of procedural due process².

Thus, Registered Campus Organizations must comply with UCI's alcohol and other drug policies as outlined in the above sections of this report, whether they are meeting on- or off-campus. Sanctions or incidents involving alleged violations are referred to the proper conduct officer or body for review and/or action. Any violation of university policy regarding alcohol use is subject to disciplinary action and individuals are subject to penalties up to and including exclusion of the organization from campus.

3. Sororities and Fraternities

Alcohol, drugs and controlled substances are prohibited at any Sorority and Fraternity Life sponsored event. UCI sororities and fraternities must comply with all UCI and UC policies governing students and Registered Campus Organizations, as stated above.

4. Student Housing

Federal laws and University policies prohibit the possession, purchase, sale, use, or manufacture of drugs and controlled substances. Furthermore, it is prohibited to be in the presence of such substances. These laws and regulations apply to all campus areas, including the housing facilities and parking lots.

a. Undergraduate Students

Informing students: UCI has the ability to house approximately 14,000 students (undergraduate and graduate) in residence halls, themed houses and on-campus apartments. Residential students are informed about rules regarding alcohol and other drug use (1) in the contract they sign with the wording below, (2) in an annual posting on the housing website, and (3) for those in-residence halls, by their Resident Advisor in their first hall meetings (policies are reviewed and students are also referred to the website for additional details).

The undergraduate housing contract states, "The undersigned also agrees to comply with all policies and procedures contained in the *Undergraduate Housing General Policies* document and the *University of California Policies Applying to Campus Activities, Organizations, and Students* [...], which are incorporated herein by reference."

AOD and Smoking Policies: To summarize the online "Undergraduate Housing Policies" (provided in full in Appendix B, item 4, and online at <https://housing.uci.edu/policies/undergraduate/>):

² Policies Applying to Campus Activities, Organizations and Students (PACAOS), 70.00 Policy on Registered Campus Organizations, https://aisc.uci.edu/policies/pacaos/uc_uci_policies.pdf, pgs. 23-27.

- No one under age 21 may possess or drink alcohol or live in a residence hall room where it is stored.
- While drinking alcohol, everyone in the residence hall room, whether consuming or not, must be age 21 or above, and the room door must be closed (no consumption in open areas). The only exception to this is those living in family housing.
- Alcohol permits will not be authorized for any event in the undergraduate housing units.
- Drinking games or simulated drinking games are not allowed, even if all participants are at least 21 years of age.
- Neither drugs nor tobacco are permitted in or around the residential facilities.
- The use of any prescribed medication, over the counter drugs, and other controlled substances in an abusive or recreational manner is prohibited. Prescription medication may only be used or possessed by the person to whom it is prescribed.
- The online housing policy reiterates that no smoking of any kind (including electronic cigarettes, and marijuana) is permitted within any UCI Student Housing community, or anywhere else on university owned or leased property.

The Center for Student Wellness and Health Promotion (CSWHP) offers programming on alcohol and drug use in the residence halls, as well as in other locations around campus (described in Section V of this report).

b. Graduate students:

Graduate students are notified of housing policies via the document titled “[Graduate and Family Housing Policies](#)” which is posted on the student housing website. Excerpts from the policies document include:

Alcohol Possession: All Graduate and Family Housing apartments are the property of the University of California; therefore, the University’s rules, regulations, and policies are applicable. [p.2]

Conduct: [...] The inability to exercise care for university property or the property of others, or for one's own safety or the safety of others, due in whole or in part to alcohol/drug consumption is considered a violation of policy. The influence of drugs or alcohol shall not in any way mitigate the consequences of any behavior or limit the responsibility of the individual(s) involved. [p.5]

Drugs: Federal law, state law, and University policy prohibit the solicitation, procurement, sale, or manufacture of narcotics or controlled substances except as expressly permitted by law. Any person known or suspected to be in possession, using, or distributing drugs, including medicinal marijuana, is subject to disciplinary action and criminal action under state and/or federal law. Possession or use of illegal drugs will result in review of tenancy per the lease agreement. Any resident involved in drug trafficking will be evicted immediately. [p.5]

Smoking: Student Housing, as well as UC Irvine, is designated as “smoke free.” Smoking and tobacco products are not permitted on campus or other UC Irvine properties, including UCI Graduate and Family Housing. Residents and their guests are not permitted to smoke or use tobacco products within individual units, in common areas, or throughout the grounds. This includes all hallways, lobbies, garages, parking lots, walkways, and all exterior grounds. [Read the full UC Smoke and Tobacco Free Environment Policy](#) [p. 10]

Graduate students are also notified in their housing contract for their on-campus housing community about UCI’s smoking and drug policy. The contract reads:

25. SMOKING

Smoking (including, but not limited to electronic cigarettes, hookah pens, vape pens as well as any other instruments used to engage in “vaping”, etc.) and all tobacco products are prohibited on UNIVERSITY property, including all student residential communities. STUDENTS, members of STUDENT’S family unit, and their guests or invitees are not permitted to smoke or use tobacco products within individual apartment units, in common areas, and throughout the grounds. This includes all hallways, lobbies, garages, parking lots, walkways, and all exterior grounds. In Graduate & Family Housing communities, this policy will be enforced as would any other violation of this Housing Agreement or Graduate & Family Housing policy wherein non-compliance may ultimately result in termination of occupancy. Use of marijuana in any form and for any purpose is strictly prohibited on UNIVERSITY property, including within student residential communities.

26. DRUGS

Federal law, state law, and University policy prohibit the solicitation, procurement, sale, or manufacture of narcotics or controlled substances except as expressly permitted by law. The use, possession, and sale of marijuana (medicinal or recreational) in any form is prohibited on all University property. Any person known or suspected to be in possession of, using, or distributing drugs, including medicinal or recreational marijuana is subject to disciplinary action and/or criminal action under state and/or federal law. Additional information regarding use and possession of marijuana on University property may be found on the University of California Office of the President web site at <https://www.ucop.edu/safety-and-loss-prevention/environmental/program-resources/ucsmoke-free/marijuana-and-drug-policy.html>. STUDENTS, members of STUDENT’S family unit, guests and/or invitees involved in drug trafficking will be subject to immediate eviction.

5. Athletics

UCI Athletics provides the following information on an annual basis in the Student-Athlete Handbook. The handbook is distributed electronically and student-athletes are required to attest that they have received and reviewed the handbook. Below is an excerpt from the 2024-2025 Student Athlete Handbook (pgs. 23-26).

DRUGS & ALCOHOL

INTRODUCTION

The mission of the UCI Athletics Department is to facilitate and enrich the education and personal growth of its students through their participation in competitive NCAA Division I Intercollegiate Athletics. It is acknowledged that the use and abuse of illegal drugs and alcohol by student-athletes can undermine their health, welfare, and individual growth, as well as the integrity of intercollegiate athletic competition. UCI is determined to provide information to student-athletes regarding the potential health risks associated with the use and abuse of drugs and alcohol to prevent such harm from occurring. All student-athletes participating in intercollegiate athletics at UCI may be subject to institutional and NCAA drug and alcohol testing at any time.

EDUCATION COMPONENT

The UCI Athletics Department provides student-athletes with education regarding drugs and alcohol throughout each academic year. This education is used to inform student-athletes about the dangers of drug and alcohol abuse and the negative impact it can have on their physical, emotional, academic, and athletic well-being.

Banned Substances

Student-athletes are responsible for knowing the list of banned substances, which are available through the NCAA banned substances website. Additional information regarding banned substances can be obtained by contacting the Drug Free Sport (DFS) at (816) 474-8655.

Due to some prescribed medications containing NCAA banned substances, you are required to disclose and submit all medical prescriptions to the sports medicine staff. Failure to disclose and submit these prescriptions may trigger a positive test of a NCAA banned substance that may result in loss of athletic eligibility.

Nutritional and Dietary Supplements

The U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry. By consuming supplements, you are at risk of triggering a positive drug test. Therefore, it is best practice to check all supplements with your athletic trainer to confirm the supplements do not contain any banned substances.

COUNSELING COMPONENT

Student-athletes are eligible to participate in the health education and counseling services offered by the University's Center for Student Wellness & Health Promotion, Counseling Center, and the Wellness, Health & Counseling Services. Resource links are provided at the end of the student-athlete handbook.

UCI TESTING COMPONENT

Consent

All student-athletes are required to submit the "Drug Testing Acknowledgement and Consent" workflow in ARMS prior to being cleared for intercollegiate practice or competition. The workflow allows student-athletes to disclose any prescribed medications to the UCI Sports Medicine staff.

UCI tests for cannabis and synthetic cannabis/marijuana along with street drugs, but a positive test will not result in competitive sanctions.

Methods of Testing

Random Testing – Student-athletes may be randomly selected for drug testing throughout each academic year while on an active sports roster.

Reasonable Suspicion Testing – The UCI Athletics Department reserves the right to drug test individual student-athletes based on reasonable suspicion, which includes but is not limited to the following:

- Direct observations of illegal alcohol or drug use.
- Significant changes in behavior related to physical, mental, or emotional states.
- A history of illegal alcohol or drug use.

Team Testing – An entire team may be drug tested at any time during the academic year.

Follow Up Testing – Student-athletes who have previously tested positive may be selected for the next scheduled drug test.

Testing Protocol

Student-athletes who have been selected for drug testing will be notified no more than 24 hours in advance. After being notified, student-athletes need to sign the drug testing notification sheet and will receive a copy of location and time of the drug testing. Refusing to sign or failure to show up for the drug test will result in a positive test result.

Urine sample specimens will be collected by a Drug Free Sport representative and then sent to the lab to be analyzed. Tampering with your urine sample will result in a positive test result. All results will be provided

to the UCI Athletics Department and anyone with a positive test result will be notified.

Results and Evaluation

Student-athletes who test positive must meet with the Associate Athletic Director of Health, Wellness & Sports Performance. The drug testing evaluation team will then determine what education is required based off the initial meeting between the student-athlete and the Associate Athletic Director of Health, Wellness & Sports Performance.

The UCI Athletics Department will not provide personally identifiable test results to any law enforcement agency or UCI campus office for student disciplinary actions.

Safe Harbor Program

Student-athletes who may be suffering from substance abuse can refer themselves to the Safe Harbor Program for voluntary evaluation, testing, and counseling by contacting any member of the UCI Athletics Department staff. Upon entry into the Safe Harbor Program, you will be tested for illegal substances and a treatment plan will be prepared which may include additional drug testing. If you fail to follow the treatment plan or have a positive test result higher than your initial test, you will be removed from the Safe Harbor Program immediately. The Safe Harbor Program does not prevent student-athletes from being selected for a NCAA drug test and the sanctions that follow a positive drug test.

NCAA DRUG TESTING

The NCAA holds the right to randomly drug test any student-athlete on an active sports roster throughout the academic year. UCI is notified no more than 24 hours before the test and selected student-athletes will be notified by a UCI Sports Medicine staff member.

Student-athletes who test positive for performance enhancing drugs, will be charged with a loss of a minimum of one season of competition and will immediately need to sit for 365 days from a positive result. Failure to show up or tampering with a sample will result in a positive test result.

IV. RESEARCH ON STUDENT ALCOHOL AND OTHER DRUG USAGE RATES

UCI participates in the American College Health Association’s National College Health Assessment III (ACHA-NCHA III), a survey that includes questions about alcohol and other drug use. This allows us to monitor (self-reported) student usage rates and perceptions about usage rates so that our Center for Student Wellness and Health Promotion (CSWHP) can continue to design and implement effective alcohol and other drug prevention programs and strategies.

Relevant tables from the Executive Summary provided by ACHA for the Spring 2023 survey³ that pertain to alcohol and other drug usage are shown below. The ACHA-NCHA III results inform a variety of campus health service providers, educators, and counselors about our students’ behaviors and perceptions on a wide variety of health topics.

Again, during this time period, UCI undergraduate students have lower rates of alcohol use, smoking, and cannabis use than the ACHA-NCHA III national reference group, as shown in their Executive Summary⁴. The gap between UCI and national averages for cannabis might have closed because recreational cannabis is now legal in California (for age 21 and above), but never on campus and never at school events even if off-campus.

Approximately 55% of UCI undergraduate respondents reported to ever using alcohol, but 33% of the undergraduate respondents were age 21 or older, so were legally allowed to drink (off campus or in certain locations on campus). About 30% reported having ever used cannabis (recreational use by those age 21 and older has been legal in California since November 2016 if off-campus and not at a university event), and about 14% reported to have ever used tobacco or nicotine products. Table 1a further shows percentages of undergraduates reporting to have ever used “other” drugs that are not alcohol, cannabis, or tobacco and nicotine products. For comparison, the national average of ever using alcohol was 70%, 44% for ever have used cannabis, and 33% for ever have used tobacco or nicotine products.

³ The survey was sent to all 29,503 then-enrolled UCI undergraduates and 7,847 graduate and professional school students. The response rate was 2.1% for undergraduates and 3.4% for graduate/professional students. Therefore, the responses in this report are only from 643 undergraduates and 263 graduate/professional students. For the undergraduate survey, more than twice as many cis women than cis men and transgender/gender non-conforming combined responded to the survey. For the graduate survey, 9% more cis women than cis men and transgender/gender non-conforming combined responded to the survey. ACHA does not weight the responses provided in their summary; thus, cis women responses are more heavily weighted in the totals shown because they were the majority of the respondents.

⁴ American College Health Association. American College Health Association - National College Health Assessment III: Reference Group Executive Summary Spring 2021. Silver Spring, MD: American College Health Association; 2023.

Table 1a. Tobacco, Alcohol and Other Drug Use- Undergraduates

	Ever Used				Used in the last 3 months			
	Cis Men %	Cis Women %	Trans/Gender Non-conforming %	Total	Cis Men %	Cis Women %	Trans/Gender Non-conforming %	Total
Tobacco or nicotine products	14.3	13.5	19.4	14.0	9.7	8.1	16.1	9.0
Alcoholic beverages	49.1	57.8	54.8	55.4	42.3	49.8	51.6	47.9
Cannabis	28.6	28.7	35.5	29.1	21.1	22.9	29.0	22.9
Cocaine	1.7	2.6	6.5	2.5	1.7	1.4	6.5	1.7
Prescription stimulants	2.9	2.8	10.0	3.1	1.7	1.4	6.5	1.7
Methamphetamine	0.0	0.7	3.2	0.6	0.0	0.5	3.2	0.5
Inhalants	2.3	1.9	9.7	2.3	1.7	0.9	3.2	1.2
Sedatives or Sleeping Pills	2.9	2.5	12.9	3.3	1.1	1.4	12.9	2.0
Hallucinogens	4.6	5.8	6.5	5.5	2.3	3.2	3.2	3.0
Heroin	0.0	0.5	3.2	0.5	0.0	0.2	3.2	0.3
Prescription opioids	0.0	0.7	3.2	0.6	0.0	0.2	3.2	0.3

Approximately 78% of UCI graduate respondents reported to ever using alcohol, but 100% of respondents were age 21 or older, so were legally allowed to drink. About 47% reported having ever used cannabis (recreational use by those age 21 and older has been legal in California since November 2016 if off-campus and not at a university event), and about 34% reported to have ever used tobacco or nicotine products.

Table 1b further shows percentages of graduates reporting to have ever used “other” drugs that are not alcohol, cannabis, or tobacco and nicotine products. For comparison, the national average of ever using alcohol was 79%, 48% for ever have used cannabis, and 36% for ever have used tobacco or nicotine products.

Table 1b. Tobacco, Alcohol and Other Drug Use- Graduates

	Ever Used				Used in the last 3 months			
	Cis Men %	Cis Women %	Trans/Gender Non-conforming %	Total	Cis Men %	Cis Women %	Trans/Gender Non-conforming %	Total
Tobacco or nicotine products	35.8	31.7	45.5	33.6	22.4	12.0	18.2	16.3
Alcoholic beverages	75.5	80.3	90.9	77.9	70.1	74.6	90.9	72.6
Cannabis	48.1	45.1	81.8	47.3	26.2	26.1	72.7	27.8
Cocaine	10.6	14.8	18.2	13.1	3.7	2.8	0.0	3.0
Prescription stimulants	7.5	10.6	18.2	9.6	0.9	2.1	0.0	1.5
Methamphetamine	0.9	5.0	9.1	3.5	0.0	0.7	0.0	0.4
Inhalants	9.4	5.0	9.1	6.9	3.7	2.8	9.1	3.4
Sedatives or Sleeping Pills	9.4	5.7	18.2	7.7	2.8	1.4	0.0	1.9
Hallucinogens	17.1	19.1	27.3	18.5	0.9	8.5	9.1	5.3
Heroin	1.0	0.7	0.0	0.8	0.0	0.0	0.0	0.0
Prescription opioids	3.8	2.8	9.1	3.4	0.0	0.0	0.0	0.0

Tables 2a and 2b provide a more detailed breakdown of types of prescription drugs used more than prescribed to students and types of tobacco or nicotine products used in the last 3 months prior to taking the survey.

Table 2a. Prescription and Tobacco/Nicotine Use in the Last 3 Months- Undergraduates

	Cis Men %	Cis Women %	Trans/ Gender Non- conforming %	Total
Prescription stimulants	1.1	1.4	6.5	1.6
Prescription sedatives or sleeping pills	0.6	0.9	9.7	1.4
Prescription Opioids	0.0	0.2	3.2	0.3

Tobacco or nicotine products used

Cigarettes	5.7	2.1	6.5	3.3
E-cigarettes or other vape products	6.3	7.6	9.7	7.5
Water pipe or hookah	1.7	0.7	3.2	1.1
Chewing or smokeless tobacco	2.3	0.0	0.0	0.6
Cigars or little cigars	3.4	0.0	0.0	0.9
Other	0.0	0.3	0.0	0.0

Table 2b. Prescription and Tobacco/Nicotine Use in the Last 3 Months- Graduates

	Cis Men %	Cis Women %	Trans/ Gender Non- conforming %	Total
Prescription stimulants	0.0	2.1	0.0	1.1
Prescription sedatives or sleeping pills	0.9	1.4	0.0	1.1
Prescription Opioids	0.0	0.0	0.0	0.0

Tobacco or nicotine products used

Cigarettes	14.0	5.6	9.1	9.5
E-cigarettes or other vape products	11.2	8.5	9.1	9.5
Water pipe or hookah	5.6	1.4	0.0	3.0
Chewing or smokeless tobacco	0.0	0.7	0.0	0.4
Cigars or little cigars	1.9	0.7	0.0	1.1
Other	0.0	0.0	0.0	0.0

Tables 3a and 3b provide a more detailed breakdown of alcohol and cannabis use, from never using to use more than 12 months ago, prior to taking the survey.

Table 3a. Alcohol and Cannabis Use Details- Undergraduates

	Cis Men %	Cis Women %	Trans/ Gender Non- conforming %	Total
Drank Alcohol				
Never	41.7	35.3	38.7	37.2
Within the last 2 weeks	29.1	28.5	32.3	29.0
More than 2 weeks ago but within the last 30 days	6.9	9.0	6.5	8.3
More than 30 days ago but within the last 3 months	8.6	14.4	16.1	12.9
More than 3 months ago but within the last 12 months	8.0	8.1	6.5	7.9
More than 12 months ago	5.7	4.6	0.0	4.7
Used Cannabis				
Never	65.7	68.5	58.1	67.2
Within the last 2 weeks	12.6	13.0	25.8	13.7
More than 2 weeks ago but within the last 30 days	5.1	3.2	3.2	3.7
More than 30 days ago but within the last 3 months	4.6	6.0	3.2	5.4
More than 3 months ago but within the last 12 months	5.7	5.6	3.2	5.4
More than 12 months ago	6.3	3.7	6.5	4.5

Table 3b. Alcohol and Cannabis Use Details – Graduates

	Cis Men %	Cis Women %	Trans/Gender Non-Conforming %	Total
Drank Alcohol				
Never	17.0	12.1	.07	14.2
Within the last 2 weeks	51.9	54.6	72.7	53.6
More than 2 weeks ago but within the last 30 days	12.3	12.1	0.0	11.5
More than 30 days ago but within the last 3 months	7.5	10.6	27.3	10.3
More than 3 months ago but within the last 12 months	4.7	5.0	0.0	4.6
More than 12 months ago	6.6	5.7	0.0	5.7
Used Cannabis				
Never	44.8	46.8	9.1	44.6
Within the last 2 weeks	11.4	15.6	36.4	14.6
More than 2 weeks ago but within the last 30 days	4.8	3.5	9.1	4.6
More than 30 days ago but within the last 3 months	8.6	5.0	27.3	7.3
More than 3 months ago but within the last 12 months	9.5	11.3	9.1	10.4
More than 12 months ago	21.0	17.7	9.1	18.5

The ACHA-NCHA III provides more detailed information about alcohol usage, shown in the remainder of this section. The ACHA-NCHA III Estimated Blood Alcohol Concentration⁵ of those who reported drinking alcohol the last time they were in a social setting is shown in Tables 4a and 4b below. Students who reported not drinking alcohol the last time they were in a social setting were excluded by the ACHA- NCHA III from these tables as were students with impossibly high figures, i.e., greater than 0.50. Tables 4a and 4b show that nearly 79% of UCI undergraduates and 100% of UCI graduate students who drank were estimated as having a Blood Alcohol Concentration below 0.08 the last time they drank (national figure was 79% for undergraduates and 91% for graduates), and nearly 78% of undergraduates and 93% of graduate students who drink consumed four or fewer drinks at that time (national figure was 76% for undergraduates and 86% for graduates). However, approximately 22% of our undergraduates and 7% of our graduate students had consumed five or more drinks at one time within the previous two weeks, both groups lower than the national comparison data of 24% for undergraduates and 14% for graduates.

⁵ ACHA-NCHA III estimates the blood alcohol based on the number of drinks students reported consuming along with their sex, weight, consumption rate, and average rate of ethanol metabolism.

Table 4a. Alcohol Consumption Details – Undergraduates

	Cis Men %	Cis Women %	Trans/Gender Non- Conforming %	Total %
Estimated BAC of students who reported drinking last time they were in a social setting				
< .08	79.2	79.3	75.0	79.1
< .10	83.1	82.9	81.3	83.0
Mean	0.05	0.05	0.06	0.05
Median	0.03	0.02	0.01	0.02
Std Dev	0.06	0.06	0.10	0.06

Reported number of drinks consumed last time they drank in a social setting – Only those reporting drinking in the last three months*

4 or fewer	62.8	83.8	76.5	78.4
5	14.1	5.4	5.9	7.5
6	11.5	4.1	5.9	5.9
7 or more	11.5	6.8	11.8	8.1
Mean	4.3	2.6	5.6	3.2
Median	3.0	2.00	3.0	2.0
Std Dev	4.7	2.3	10.6	3.9

Reported number of times consumed 5 or more drinks in a sitting within last two weeks

N/A, don't drink	70.9	71.5	67.7	71.0
None	14.9	20.4	3.2	18.2
1-2 times	11.4	6.7	22.6	8.7
3-5 times	2.3	1.4	0.0	1.6
6 or more times	0.6	0.0	6.5	0.5

*Students responding "N/A, don't drink" were excluded from these analyses

Table 4b. Alcohol Consumption Details – Graduates

	Cis Men %	Cis Women %	Trans/Gender Non- Conforming %	Total %
Estimated BAC of students who reported drinking last time they were in a social setting				
< .08	100.0	89.7	100.0	94.3
< .10	100.0	92.5	100.0	95.9
Mean	0.01	0.03	0.02	0.02
Median	0.01	0.02	0.01	0.01
Std Dev	0.02	0.06	0.02	0.05

Reported number of drinks consumed last time they drank in a social setting – Only those reporting drinking in the last three months*

4 or fewer	92.1	93.6	100.0	93.4
5	3.9	2.8	0.0	3.0
6	1.3	0.9	0.0	1.0
7 or more	2.6	2.8	0.0	3.1
Mean	2.3	2.0	2.0	2.2
Median	2.0	2.0	2.0	2.0
Std Dev	1.5	1.7	1.0	1.6

Reported number of times consumed 5 or more drinks in a sitting within last two weeks

N/A, don't drink	48.6	45.4	27.3	46.5
None	36.2	39.7	54.5	38.5
1-2 times	13.3	13.5	18.2	13.5
3-5 times	1.9	1.4	0.0	1.5
6 or more times	0.0	0.0	0.0	0.0

*Students responding "N/A, don't drink" were excluded from these analyses

Alcohol-drinking respondents reported having done the following when drinking during the previous 12 months (non-drinkers were excluded from the calculations).

Table 5a. Risky Behaviors Experienced While Drinking – Undergraduates

Cis Men % Cis Women % Trans/Gender Non-Conforming % Total %

Which did you experience in the last 12 months when drinking alcohol:

Did something I later regretted	13.0	15.8	15.8	15.3
Blackout (forgot where I was or what I did)	14.1	6.6	15.8	8.8
Brownout (forgot where I was or what I did, but can remember when someone reminds me)	21.7	16.2	31.6	18.2
Got in trouble with the police	1.1	0.0	0.0	0.3
Got in trouble with college/university authorities	0.0	0.8	0.0	0.5
Someone had sex with me without my consent	0.0	0.8	0.0	0.5
Had sex with someone without their consent	0.0	0.4	0.0	0.3
Had unprotected sex	3.3	6.6	5.3	5.6
Physically injured myself	5.4	4.6	5.3	4.8
Physically injured another person	0.0	0.4	0.0	0.3
Seriously considered suicide	3.3	1.5	0.0	1.9
Needed medical help	2.2	0.8	0.0	1.1
<i>Reported one or more of the above</i>	22.0	15.5	26.7	17.5

*Only students who reported drinking alcohol in the last 12 months were asked these questions.

Table 5b. Risky Behaviors Experienced While Drinking – Graduates

Which did you experience in the last 12 months when drinking alcohol:	Cis Men %	Cis Women %	Trans/ Gender Non-conforming %	Total %
Did something I later regretted	11.3	12.9	18.2	13.0
Blackout (forgot where I was or what I did)	5.0	6.1	0.0	5.3
Brownout (forgot where I was or what I did, but can remember when someone reminds me)	11.3	16.4	0.0	13.5
Got in trouble with the police	0.0	0.9	0.0	0.0
Got in trouble with college/university authorities	0.0	0.0	0.0	0.0
Someone had sex with me without my consent	0.0	0.0	0.0	0.0
Had sex with someone without their consent	0.0	0.0	0.0	0.0
Had unprotected sex	2.5	2.6	0.0	2.4
Physically injured myself	2.5	3.4	9.1	3.4
Physically injured another person	0.0	0.0	0.0	0.0
Seriously considered suicide	2.5	1.7	0.0	1.9
Needed medical help	1.3	0.9	0.0	1.0
<i>Reported one or more of the above</i>	11.3	12.5	10.0	11.9

*Only students who reported drinking alcohol in the last 12 months were asked these questions.

As for students in recovery:

- 1.0% of UCI undergraduate students surveyed indicated they were in recovery from alcohol or other drug use.
- 2.7% of UCI graduate students surveyed indicated they were in recovery from alcohol or other drug use.

As for drinking and driving or smoking cannabis and driving:

- 13.5% of UCI undergraduate students and 18.5% of our graduate students reported driving after having any alcohol in the last 30 days.
- 28.6% of UCI undergraduate students and 23.9% of our graduate students reported driving within 6 hours of using cannabis in the last 30 days.

Again, students who reported that they either don't drive, don't drink, or don't smoke cannabis were excluded from these percentages; these are percentages of drinkers or cannabis smokers who also drive.

V. EDUCATION, PREVENTION, AND INTERVENTION: EMPLOYEES

Multiple UCI departments – the Center for Student Wellness & Health Promotion (CSWHP), the Student Health Center, the Counseling Center, and Faculty/Staff Support Services – provide education, counseling, support, and outside referrals to students and faculty/staff regarding alcohol and substance abuse. The outside referrals are typically to support groups and local recovery and treatment centers. Information about resources including intervention, prevention, and treatment is on the Campus Social Workers' [website](#), and the CSWHP's [website](#).

A. CONSULTATION AND REFERRAL FOR AOD

The UCI Life Resources Program is a free, voluntary, completely confidential employee assistance program available 24/7 in multiple formats to support all UCI and UCI Health employees, retirees, and their dependents provided by ComPsych Guidance Resources. The UCI Life Resources Program address personal or work-related issues, including, but not limited to, substance abuse. It is staffed 24 hours a day, seven days a week, by licensed clinicians and provides a Guidance Resource Professional who helps with problem identification and referral to treatment providers and community resources. This program is administered by ComPsych Guidance Resources. Employees learn about UCI Life Resources Program during their New Employee Orientation, and also through workplace posters and periodic campus wide emails sent by Human Resources. Presentations are also made for departments during staff meetings and other gatherings upon request. More information about the UCI Life Resources available for faculty and staff can be found [here](#).

In addition to UCI Life Resources Program, the UCI HR Wellness Program also provides information about and referrals to a variety of health-related issues. The UCI HR Wellness Program provides a website of resources, <https://hr.uci.edu/wellness/>, for faculty and staff.

As part of the UCI Samueli Office of Wellbeing, the Program Director of Faculty and Staff Support Services provides consultative services and support to resolve behavioral health issues, serves as a primary crisis intervention resource to facilitate and coordinate appropriate resources, provides time-limited case management for individual employees, and develops and implements instructional training and materials to assist in the promotion of mental well-being for all UCI and UCI Health faculty and staff.

Faculty & Staff Support Services can assist employees by referring them to AOD programs, resources, and treatments as appropriate.

And finally, UCI has its own Alcoholics Anonymous group, “Take the Steps,” open to all students, faculty, and staff. It meets every weekday.

B. ALCOHOL: TRAINING FOR INTERVENTION PROCEDURES (TIPS)

“TIPS” is a 2.5-hour program taught by the CSWHP that trains servers of alcohol how to prevent intoxication, as well as to recognize and intervene when they observe alcohol abuse. All university Hospitality & Dining staff who will be serving alcohol on campus must take this workshop. It helps servers understand the variety of effects of alcohol on people and how to minimize over-indulging, such as by offering food, and how to deal with those who have had too much to drink.

C. DRUG AND ALCOHOL TESTING FOR EMPLOYEES OPERATING COMMERCIAL VEHICLES

Per the Department of Transportation's federal regulations, UCI tests any individual operating a commercial vehicle for alcohol and drugs. This testing is performed (1) pre-employment for drugs, (2) post-accident for alcohol and drugs, (3) random times for both drugs and alcohol, (4) when there is reasonable suspicion, (5) upon return to duty, and (6) follow-up testing after a positive drug or alcohol test, as outlined in section C5 of UCI's Section 903-29 policy on Drug and Alcohol Testing of Transportation Employees, <http://www.policies.uci.edu/policies/pols/903-29.php> and shown in full in Appendix B, item 9.

Testing procedures and consequences of positive results (immediate removal from position followed by the appropriate discipline and referral to a substance abuse professional for evaluation) are stated in Section 903-30: Drug and Alcohol Testing of Transportation Employees Procedures, <http://www.policies.uci.edu/policies/procs/903-30.php>, also shown in full in Appendix B, item 9.

D. STAFF CESSATION RESOURCES

Because we want a healthy campus community, UC is committed to helping its employees stop smoking and offers a variety of forms of free and confidential smoking cessation assistance.

Faculty and Staff Resources:

- UCI HR Wellness: <https://wellness.uci.edu/cessation.html>
- UCI Health: <https://www.ucihealth.org/patients-visitors/patient-education/quit-smoking>
- [Life Resources Program](#) to assist employees find additional resources.

VI. EDUCATION, PREVENTION, AND INTERVENTION: STUDENTS

UCI offers educational trainings, workshops, and one-on-one consultations to help students make informed decisions about alcohol and other drugs, and makes referrals for additional assistance to both on- and off-campus resources. We also have education programs designed specifically for students who have been sanctioned for alcohol or other drug violations.

A. MANDATED EDUCATION: ALCOHOL EDUCATION AND SEXUAL ASSAULT PREVENTION TRAINING

UC requires all new students (freshmen, transfer students, and graduate students) to take and pass two “FIRST” 20- minute online training modules, “Alcohol Education” and “Sexual Assault Prevention Training” (formerly the First Year Internet Safety Training (First) program), in order to register for the winter quarter (their second quarter at UCI). This training teaches students how to make informed decisions regarding alcohol and sex for their own health and that of the campus community. The alcohol training also covers basic information about alcohol physiology, campus data about alcohol use, and campus resources pertaining to stopping and reducing drinking. The completion of this training is managed by the Campus Assault Resources & Education (CARE) center. In 2022-23, 8,577 students completed this training program and in 2023-24, 8,731 students completed it.

B. CSWHP’S EDUCATIONAL WORKSHOPS, CLASSES, AND SUPPORT GROUPS

The Center for Student Wellness and Health Promotion (CSWHP) offers a variety of programs and resources to help students make informed decisions about alcohol and other drugs, while following campus regulations. These programs also help to combat false information about substance use, abuse and recovery. Additionally, CSWHP provides both on- and off-campus referrals and has an Alcohol and Other Drugs Program Manager dedicated to this area.

The CSWHP’s Alcohol and Other Drugs Program Manager, along with the Peer Health Educators trains, provide workshops on alcohol and other drugs for student organizations, student housing, Athletics, Fraternity and Sorority Life, classrooms, and more. They are available to create and present programs and facilitate activities to meet health education needs anywhere on campus. (Requests for workshops can be made and descriptions of them found at <https://studentwellness.uci.edu/services/workshops>). These one-hour workshops provide effective health education in open and engaging settings and include the following AOD topics: alcohol, cannabis, nicotine, prescription drugs, understanding addiction, and Narcan safety. The CSWHP has also started the support group Anteaters for Recovery where students recovering from substance abuse and eating disorders can meet for general support.

Table 6. Numbers of CSWHP AOD Workshops and Consultations

	2022-23		2023-24	
	Events	Students	Events	Students
Intro to AOD	5	363	2	250
Alcohol Awareness	18	106	23	230
Intro to Cannabis	0	0	1	5
Prescription Drugs	3	49	1	230
Anteaters for Recovery	1	3	7	18
Narcan 101 Training	0	0	12	80
Other AOD workshops	1	12	2	29
AOD one - on - one consultations (see Section E below)	38	38	18	18

C. CAMPUS POLICE DEPARTMENT WORKSHOPS: ALCOHOL DRUGS, AND SAFE PRACTICES

The UCI Police Department provides educational presentations about alcohol awareness, other drugs, and safe party practices. These Community Engagement Programs are available throughout the year by request from any student organization or faculty member. The content and length of the presentations are flexible (though they usually last 30 to 90 minutes) and are tailored to the group requesting the presentation. Presentations are interactive and incorporate audience participation. AOD programs can be requested [here](#).

D. EDUCATIONAL PROGRAMS

In addition to offering CSWHP programs in the residence halls, student housing (UCI and American Campus Community-ACC) hosts its own (additional) alcohol education programs for its residents. These additional programs are given by the resident advisors and/or guest speakers and include discussions, workshops, and presentations. Each activity is generally designed for and presented to meet the needs of the residents in the residence hall.

Student Housing (UCI and ACC)

Program Title	Housing Community	Year	Audience
Taking the Mystery Out of Alcohol	UCI-Mesa Court	2022	First Year Students
Be Smart Jeopardy	ACC-Camino del Sol	2023	Continuing Students
Ya Booze, Ya Lose	UCI-Mesa Court	2023	First Year Students
Ready, Set, think before you Drink!	UCI-Mesa Court	2023	First Year Students
The Do's and Donuts of Alcohol Consumption	UCI-Mesa Court	2023	First Year Students
Alcohol Safety	ACC-Vista del Campo	2024	Continuing Students
Alcohol Awareness	UCI-Mesa Court	2024	First Year Students
Mocktail Making	UCI-Mesa Court	2024	First Year Students
Paint and Sip- Alcohol Awareness	UCI-Mesa Court	2024	First Year Students
Mario Kart & Mocktails: Alcohol Awareness	UCI-Middle Earth	2024	First Year Students
Mental Health and Alcohol Awareness	UCI-Graduate and Family Housing	2024	Graduate Students
Feel Good Friday: Alcohol and Mental Health Awareness	UCI-Graduate and Family Housing	2024	Graduate Students

Additionally, Sorority and Fraternity Life (SFL) offer alcohol and other drug programs to the SFL community. These programs are facilitated by guest speakers, professional staff from the SFL office and/or campus partners.

Title of Program	Academic Year	Target Audience	Number of Participants	Program Outcome
Wellness Week: Alcohol Awareness	2022-2023	SFL Community Members	536	Participants who attend will develop their knowledge and understanding of risk mitigation in relation to use of AOD as well as mechanisms to prevent the occurrence of power-based violence
Wellness Week: Substance Abuse	2022-2023	SFL Community Members	35	Participants who attend will develop their knowledge and understanding of risk mitigation in relation to use of controlled substances as well as
Wellness Week: Alcohol Use	2023-2024	SFL Community Members	216	Participants who attend will develop their knowledge and understanding of risk mitigation in relation to use of AOD as well as mechanisms to prevent the occurrence of power-based violence
New Member Education	2022-2023	SFL Community Members	674	Participants of SFL New Member Education program will increase their knowledge of the risks and sanctions associated with hazing as well as the consequences from use of alcohol and other drugs.
New Member Education	2023-2024	SFL Community Members	726	Participants of SFL New Member Education program will increase their knowledge of the risks and sanctions associated with hazing as well as the consequences from use of alcohol and other drugs.
Risk Management Event	2022-2023	Multicultural Sorority & Fraternity Council Members	100	Participants would learn about the impact of alcohol use.
Risk Management Delegate Education	2022-2023	Multicultural Sorority & Fraternity Council Members	110	Participants were given weekly lessons on items related to risk and how best to approach use of AOD as well as resources.
Risk Management Event	2023-2024	Multicultural Sorority & Fraternity Council Members	90	Participants would learn about the impact of alcohol use.
VIP Course	2022-2023	One member from each SFL organization	35-40-year long program	SFL students in the Violence Intervention and Prevention

				(VIP) program will learn about bystander intervention and ways to support their respective chapter and council.
VIP Course	2023-2024	One member from each SFL organization	35–40-year long program	SFL students in the Violence Intervention and Prevention (VIP) program will learn about bystander intervention and ways to support their respective chapter and council.
Anti-Hazing Module	2022-2023	SFL Chapter signers	226	SFL community members who participate in the Anti-Hazing Module will develop strategies to mitigate risk connected to hazing, substance abuse concerns (AOD) and the reporting outlets connected to anti-hazing initiatives.
Anti-Hazing Module	2023-2024	SFL Chapter signers	Did not submit	SFL community members who participate in the Anti-Hazing Module will develop strategies to mitigate risk connected to hazing, substance abuse concerns (AOD) and the reporting outlets connected to anti-hazing initiatives.

E. FREE, CONFIDENTIAL ONE-ON-ONE AOD CONSULTATIONS

In addition to their workshops on AOD topics, CSWHP offers students free, confidential one-on-one consultations with their Alcohol and Other Drugs Program Manager regarding alcohol, cannabis, and other drugs. These individual consultations focus on the individual needs of the student and usually last 45 to 60 minutes. Students who request these appointments typically are seeking to better understand their own current habits involving substances and learn adjustments they can make to keep themselves and the students around them safe. Information about the individual consultations can be found at <https://studentwellness.uci.edu/topics/alcohol> and <https://studentwellness.uci.edu/services/consultations>.

Also, the [Counseling Center](#) and [Campus Social Workers](#) both have licensed professionals to meet one-on-one with students at no charge to address any AOD concerns, and also provide referrals to on- and off-campus resources.

F. MINIMIZING THE POSSIBILITY OF DRIVING WHILE INTOXICATED

The programs below increase student safety by preventing students from doing harm while intoxicated, while also enforcing our alcohol-related laws and policies. These programs are run in collaboration with campus partners and UCIPD and/or local law enforcement.

Sorority and Fraternity Life (SFL): Bus Form

The “Bus Form” is designed to provide student attendees of chapter programs with safe alternatives for travel to and from SFL organizational events through use of a specialized form. These large events may involve students going to an off-campus venue for an organized social event. The aim is to minimize the occurrence and potential consequences of impaired driving. By offering an alternative transportation and a sober designated driver (the bus driver), students attending these events will not be driving while intoxicated and/or riding with an intoxicated driver.

Title of Event	Academic Year	Target Audience	Number of Participants
SFL Bus Form	2022-2023	SFL council groups (Interfraternity Council and Panhellenic Association)	21 Bus Forms submitted. Estimated 6,000 attendees for bus related event.
SFL Bus Form	2023-2024	SFL council groups (Interfraternity Council and Panhellenic Association)	27 Bus Forms submitted. Estimated 4,000 attendees for bus related event.

Community Social Host Ordinances

Several communities in the UCI area, including the city of Irvine itself, have Social Host and/or Loud/Disruptive Social Gathering ordinances to address social gatherings that require some sort of response by law enforcement. These ordinances hold the host responsible for the costs of calls and any violations that occur or are cited.

G. SMOKING CESSATION EDUCATION AND ASSISTANCE

Toward UCI’s effort to create a healthy campus, free tobacco cessation assistance is available in several forms and locations on campus. Student Health can provide medication, while the Counseling Center and CSWHP offer one-on-one assistance with smoking cessation. CSWHP’s individual consultations cover:

- Tobacco/nicotine addiction, e-cigs, vapes, and hookah; tobacco cessation strategies and resources, and tobacco policies
- Developing goals such as self-awareness (recognizing adaptive versus maladaptive behaviors, identifying triggers, etc.), designing a plan for change and/or to maintain healthy behaviors
- Creating self-efficacy: be informed, be proactive, be an advocate
- Taking action: pledge to be tobacco/nicotine-free, support policy change/enforcement

The CSWHP’s professional staff and peer educators develop and implement programs and resources to assist students and other members of the campus community who are attempting to stop using tobacco and nicotine products.

H. ADDITIONAL OUTREACH AND EDUCATION ON RELATED ISSUES

In addition to all the outreach outlined in section V above, UCI does outreach on mental health and bystander intervention trainings, both of which can be relevant to AOD usage.

Peer Health Educators

Peer Health Educators are students trained by the CSWHP's professional staff to promote health in the areas of wellness, alcohol and other drugs, sexual health and relationships, emotional wellbeing, and nutrition. They are trained in health education/promotion theory and practice, programming/presentation skills, and leadership/student development. They then present workshops and host events to educate other students in their chosen specialty area. More information about the program is here: <https://studentwellness.uci.edu/get-involved/peer-health-educators>.

Campus Assault Resources and Education (CARE)

UCI's CARE office provides a variety of types of free support to UCI students, faculty, and staff who have been impacted in any way by any type of assault, violence, or stalking: <https://care.uci.edu/events/green-dot-bystander-training.html>

Step Up UCI! Bystander Intervention Training

UCI provides training in the national [Step Up](#) bystander intervention program, which teaches students and staff to be more aware of their surroundings and how and when to intervene. Staff from CSWHP, the Counseling Center, Housing, and other offices have been specially trained to teach this program to student groups and organizations.

VII. ENFORCEMENT AND SANCTIONING

A. EMPLOYEES

Employees, including student employees, found to be in violation of UCI's alcohol and other drug policies are subject to corrective action, up to and including dismissal, under applicable University policies and labor contracts, or may be required, at the discretion of the University, to participate in an Employee Support Program.

B. STUDENTS

The Student Conduct Process is primarily focused on education through discussion with an Academic Integrity and Student Conduct Officer/Specialist and, if a student is found to have violated a policy, there is also sanctioning. The primary purposes of sanctions are to protect the safety of the UCI community, to educate students about the reasons their conduct was inappropriate, and to provide the opportunity for students to learn new behaviors.

Sanctions are determined by the conduct officer/specialist assigned to the case, but often consist of both an administrative sanction and a requirement that the student engage in an activity that encourages reflection upon the incident and/or assists in repairing the affected community (e.g., restitution, attending classes or workshops, community service, writing a reflection). Sanctions vary on a case-by-case basis, and depend on the severity of the violation and whether the student had previous violations. Examples of administrative sanctions include written warning, disciplinary probation, restitution, restriction from certain areas of campus, attending classes or workshops, educational projects, community service, relocation or removal from housing in accordance with the housing contract, removal from specific courses or activities, no contact provisions, and suspension or dismissal from the University.

More information on student disciplinary action can be found under UC Policies Applying to Campus Activities, Organizations and Students, 100.00 Policy on Student Conduct and Discipline, section 105. It is shown in Appendix B, item 3 and online at <http://policy.ucop.edu/doc/2710530/PACAOS-100>.

C. EDUCATION FOR SANCTIONED STUDENTS

The Center for Student Wellness and Health Promotion's (CSWHP) Alcohol and Other Drugs Program Manager also educates sanctioned students via individual appointments, group classes, and online tools. When a student is found to have violated UCI policies for alcohol or other drugs, the CSWHP is usually notified by the Housing Conduct Office if the student lives on campus, or by the Office of Academic Integrity and Student Conduct if the student lives off campus. The CSWHP AOD manager then contacts the student to explain what will be required. Depending on the violation, the student is usually required to take the online eCHUG or eTOKE self-assessment, along with a class or two-session consultation as described below.

A conduct officer/specialist from the Office of Academic Integrity and Student Conduct refers the student to the CSWHP AOD Manager, and requires the student to register for the CSWHP's Alcohol Awareness Class and to take the eCHUG online assessment before attending the class. If a student receives a second AOD violation, the student is required to contact the AOD Manager to set up a BASICS session, which requires the student to meet one-on-one with the manager for a more in-depth consultation. If the violation is cannabis-related, the student will need to take the eTOKE assessment prior to their BASICS appointment. Both online assessments are described below:

1. First-time and Low-level Alcohol Policy Violations: eCHUG and Alcohol Awareness Class

The eCHUG, Alcohol eCHECKUP TO GO, is an evidence-based alcohol self-assessment tool that helps drinkers assess and reflect on their alcohol usage. It looks at drinking's impact on one's health, relationships, behaviors, and personal and career goals. Its purposes are to motivate drinkers to think about their alcohol consumption and risks, and to provide them with resources to reduce or cease their usage. The program is tailored to UCI, and thus the list of resources it provides to students includes the UCI Student Health Center, CSWHP, UCI Counseling Center, and Alcoholics Anonymous. The assessment is here, <https://studentwellness.uci.edu/topics/alcohol>, and while required for all who have violated our alcohol policy, any student may take it anonymously for their own health and safety education.

Once the sanctioned student has completed eCHUG, they must take CSWHP's Alcohol Awareness Class taught by the Alcohol and Other Drugs Program Manager. This class covers: (1) UCI drinking culture and social norms (using NCHA data), (2) how to effectively manage one's blood alcohol content, (3) how to avoid high-risk behaviors and choices, (4) how to be a proactive bystander by looking out for and protecting one's friends, and (5) how to handle an alcohol emergency/poisoning situation.

2. Second-level Alcohol Policy Violations: BASICS

CSWHP's Alcohol and Other Drugs Program Manager conducts one-on-one "Brief Screening and Intervention for College Students" (BASICS) assessments that are mandatory for second-level or repeat AOD policy violators. BASICS consists of two in-depth one-on-one appointments with the AOD manager. It is judgment-free and helps students examine their drinking. During BASICS, students identify their own goals in determining a plan for reducing their use of alcohol. Students must also complete the eCHUG assessment prior to their first BASICS session to provide some baseline data to guide the discussion.

The National Institute for Alcohol Abuse and Alcoholism (NAAA) Task Force⁶ and the Substance Abuse and Mental Health Services Administration have both recognized BASICS as an effective evidence-based program for college students. Several research studies have shown this program to be effective^{7,8,9}. BASICS sessions continue to provide a very useful collaboration between the CSWHP, Campus Housing, and the Office of Academic Integrity and Student Conduct. As with CSWHP's other programs, BASICS is also open to non-violators who would like to learn moderation strategies to reduce negative consequences from drinking.

Undergraduate students living in the residence halls or UCI-owned housing may be sanctioned to another type of education: writing a paper reflecting on their actions and what they have learned since the violation and how they plan to change their behavior.

3. Drug Policy Violations: eTOKE and AOD Consultations

All drug policy violators meet with the CSWHP's Alcohol and Other Drugs Program Manager for a one-on-one conference. If the student's violation is for cannabis, the student must take the online eTOKE, Marijuana eCHECKUP TO GO prior to

⁶ Task Force of the National Advisory Council on Alcohol Abuse and Alcoholism, National Institutes of Health, https://www.collegedrinkingprevention.gov/media/taskforcereport.pdf#CallToAction_02_a

⁷ Dimeff, L.A., Baer, J.S., Kivlahan, D.R., Marlatt, G.A. (1999). Brief alcohol screening and intervention for college students (BASICS): A harm reduction approach. New York: The Guilford Press.

⁸ Terlecki, M. A., Buckner, J. D., Larimer, M. E., & Copeland, A. L. (2015). Randomized controlled trial of brief alcohol screening and intervention for college students for heavy-drinking mandated and volunteer undergraduates: 12-month outcomes. *Psychology of Addictive Behaviors*, 29(1), 2-16.

⁹ Carey, K. B., Scott-Sheldon, L. A. J., Garey, L., Elliott, J. C., & Carey, M. P. (2016). Alcohol interventions for mandated college students: A meta-analytic review. *Journal of Consulting and Clinical Psychology*, 84(7), 619-632.

their required individual appointment with the CWHP’s Alcohol and Other Drugs Manager. Similar to eCHUG but for marijuana instead of alcohol, it is an evidence-based marijuana self-assessment that helps users to assess and reflect on their marijuana usage and its impact on their health, relationships, behaviors, and personal and career goals. Results from the eTOKE provide baseline data and information to guide the student’s discussion with the AOD manager. The eTOKE assessment is tailored to UCI, and thus the list of resources it provides includes the UCI Student Health Center, CSWHP, UCI Counseling Center, Narcotics Anonymous, and Marijuana Anonymous. The assessment is here: <https://studentwellness.uci.edu/topics/tobacco-other-drugs>. As with eCHUG, this assessment is available anonymously to all UCI students, but is required of those who have violated UCI’s drug policy.

Table 7. Numbers of CSWHP AOD Classes, Consultations and Online Self-Assessments

Required after Alcohol Violation	2022-23AY		2023-24 AY	
	Events	Students	Events	Students
Alcohol Awareness Classes (required after 1st violation)	17	46	20	89
AOD Basics 1 & 2 consultations (required after 2 nd violation)	38	38	18	18
eCHUG (Alcohol eCHECKUP TO GO)	199	199	153	153
eTOKE (Marijuana eCHECKUP TO GO)	40	40	18	18

D. NUMBERS OF STUDENT AOD VIOLATIONS

The majority of UCI’s student alcohol and other drug violations originated in student housing, and were disciplined by student housing (UCI Student Housing and ACC properties). The cases that did not originate in student housing, were adjudicated by UCI’s Office of Academic Integrity and Student Conduct (OAISC). The data for OAISC and Student Housing in Table 8 include graduate and undergraduate student violations.

Table 8. Numbers of Student AOD Violations

Violation		AY 2022-23	AY 2023-24
OAISC	Alcohol:	9	3
	Other Drugs:	3	0
Student Housing	Alcohol:	283	119
	Other Drugs:	71	27

Table 9. Number of Student and Non-Affiliate AOD UCIPD Arrests on campus

Arrest		AY 2022-23	AY 2023-24
Main Campus Student	Alcohol	2	4
	Other Drugs	0	0
Non-Affiliate	Alcohol	3	1
	Other Drugs	15	1

VIII. CONCLUSIONS AND GOALS

UC Irvine's alcohol and other drug programs use a variety of proven strategies in providing awareness, education, and services to our students and staff. We are committed to evidence-informed methods (e.g., BASICS, eCHECKUP TO GO, bystander intervention, social norms, and concurrent visibility campaigns) and regular assessment of student behavior to revise, plan, and implement our alcohol and other drug risk reduction efforts. Both anecdotal and evaluation evidence show that our interventions continue to be effective in helping both students and employees to make positive changes with regard to alcohol and other drug use.

As compared with national data, we are pleased that UCI's undergraduates are using alcohol, cannabis, marijuana, and tobacco at lower rates (see Section III). We believe this is at least partially a reflection of the quality and pervasiveness of our programs and services, as well as the consistency of our enforcement.

Effective January 1st, 2014, all UC campuses implemented a 100% smoke- and tobacco-free policy. Because UCI is a leader in health research, teaching, and patient care, maintaining a healthful and safe environment is a high priority. UCI enforces this policy with our Student Ambassador Program, Environmental Health & Safety (EH&S) and Risk Services staff, use of signage, monitoring "hot spots," and giveaways.

Since this program began, there has been (1) less visible smoking on campus; (2) strong support for the policy among students, faculty, and staff; (3) increased creation of educational materials and resources to support our smoke- and tobacco-free environments and smoking cessation; and (4) continued collaboration with other partners, such as the California Smokers' Helpline.

Despite much success, we still have the challenge of some continued smoking and tobacco-related litter, especially on the campus perimeter. Until campus closed down in March 2020 due to the COVID-19 pandemic, an Environmental Health & Safety staff member walked the campus several times a day (for a total of about an hour a day), focusing on areas where smokers were more often caught. When the staff member saw anyone smoking, the staff member spoke with the smoker explaining campus nonsmoking policy.

Our goals for the future are:

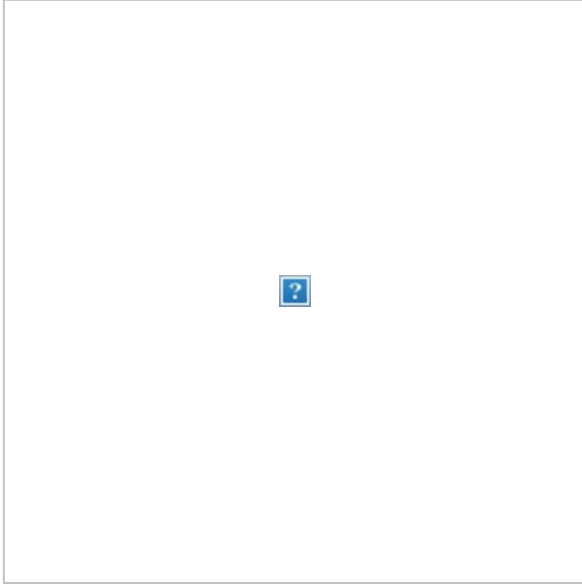
- Try to further reduce risky usage of alcohol and other drugs, particularly among our students;
- Continuing to assess and evaluate our education programs to maintain their quality; and
- Continuing to stay current on what methods/programs are effective on college campuses with regard to reducing the risky use of alcohol, and other drugs.

APPENDICES

APPENDIX A: ALCOHOL AND OTHER DRUG POLICY NOTIFICATIONS

1. ANNUAL NOTIFICATION TO UCI STUDENTS ABOUT ALCOHOL AND OTHER DRUG POLICIES

From: [Rameen A. Talesh, Ed.D., AVC Student Life & Leadership/Dean of Students](#)
To: [All UCI Students, Sender Custom Email List](#)
Subject: Alcohol & Substance Misuse Policies
Date: Monday, October 3, 2022 6:44:04 PM



Dear UCI Students,

This is an annual notification sent out to all students about UCI’s alcohol and substance misuse policies for keeping our campus community and worksites free from the illegal use, possession, or distribution of alcohol and controlled substances. The federal [Drug Free Schools and Communities Act](https://www.congress.gov/bill/101st-congress/house-bill/3614) (<https://www.congress.gov/bill/101st-congress/house-bill/3614>) mandates that we send this information annually to all students at our public institution.

University Policy and Sanctions

The University strives to maintain campus communities and worksites free from the illegal use, possession, and/or distribution of alcohol and other illicit drugs, including prescription drugs not prescribed for the individual, and all forms of cannabis products, which are not allowed on campus, any campus-owned property, or at any university-sponsored off-campus activity. Unlawful manufacture, distribution, dispensing, possession, use, or sale of alcohol or of controlled substances by University employees and students in the workplace, on University premises, at official University functions, or while on University business is prohibited. Students

found to be in violation of this policy may be subject to University sanctions and/or may be referred for criminal prosecution. Sanctions may include:

- Warning/Censure
- Disciplinary Probation
- Loss of privileges and exclusion from activities
- Suspension
- Dismissal
- Exclusion from areas of the campus or from official university functions
- Restitution
- Revocation of Award of Degree
- Requiring participation as a volunteer in activities that serve the University
- Specifying requirements relating to expectations of behavior in a contract
- Reflection papers
- Other actions as set forth in campus regulations

Specific University policies are listed below:

University of California, Irvine - Policies Applying to Campus Activities, Organizations, and Students - Section 102.17 (Controlled Substances)
<https://aisc.uci.edu/policies/pacaos/index.php>

University of California, Irvine - Policies Applying to Campus Activities, Organizations, and Students - Section 102.18 (Alcohol)
<https://aisc.uci.edu/policies/pacaos/index.php>

UC Irvine Administrative Policies & Procedures
Section 900-13: Policy on Consumption of Alcoholic Beverages
<https://www.policies.uci.edu/policies/pols/900-13.php>

University of California Policy on Substance Abuse
<http://policy.ucop.edu/doc/2710530/PACAOS-100>

Loss of Financial Aid for Conviction Involving Possession/Sale of Illegal Drugs

A conviction under federal or state law for any offense involving the possession or sale of illegal drugs during a period of enrollment at UCI for which a student receives Title IV, Higher Education Act Federal Student Aid (i.e., grants, loans, or work study), renders the student ineligible to receive any grant, loan, or work assistance from the date of the conviction for the period of time specified in 20 U.S.C. 1091(r) (1).

Additionally under the Higher Education Act, a student whose eligibility has been suspended may resume eligibility before the end of the ineligibility period if the student satisfactorily completes a drug rehabilitation program that complies with certain criteria and includes two unannounced drug tests; or the conviction is reversed, set aside, or otherwise rendered futile. More information can be found by viewing the entire legislation: 20 U.S.C 1091(r):

[https://uscode.house.gov/view.xhtml?req=\(title:20%20section:1091%20edition:prelim\)](https://uscode.house.gov/view.xhtml?req=(title:20%20section:1091%20edition:prelim))

Federal Laws and Sanctions

Under federal law, it is a felony offense to sell or intend to sell, manufacture, or distribute Drug Enforcement Administration (DEA) scheduled drugs or mixtures containing them (e.g., fentanyl, all forms of cannabis products, cocaine, methamphetamines, amphetamines, heroin, MDMA [Ecstasy], GHB, Methadone, LSD, PCP, Ketamine, so-called “designer drugs,” and “counterfeits” purported to be such drugs.) Penalties depend on the quantity of drugs involved (https://www.dea.gov/sites/default/files/drug_of_abuse.pdf#page=30). Note that illegal trafficking in over-the-counter or prescription drugs that are listed as DEA Schedules II-V are included in the above penalties and files.

Any student convicted of possession or distribution of controlled substances can be barred from receiving benefits of federal programs, including student grants, loans, work-study, and contracts, ability to conduct teaching and research using controlled substances, and professional and commercial licenses. Furthermore, any student convicted may be subject to forfeiture of property used in or traceable to illegal controlled substance transactions. Non-citizens are subject to deportation.

California Laws and Sanctions

California law prohibits furnishing or selling alcoholic beverages to anyone younger than 21 or to obviously intoxicated individuals. Thus, anyone younger than 21 may not buy alcoholic beverages or possess them on campus or anywhere else, and the penalties for violation of these laws may include substantial fines and/or jail time. California law prohibits the sale of alcohol without a license or permit.

State law also prohibits driving a motor vehicle under the influence of drugs (legal or illegal drugs, if ability to drive safely is impaired) or alcohol (a blood alcohol level of 0.08% or higher is considered intoxicated for those 21 and over operating a regular

passenger vehicle, but a person can be charged with a lower level; a blood alcohol level of 0.01% or higher is illegal for those under 21); drinking or possessing an open container of alcohol or any cannabis product while driving; and operating a bicycle while intoxicated. Penalties for driving while intoxicated can include incarceration, fines of \$1000 or more, and suspension or revocation of one's driver's license. Refusing to submit to a blood alcohol test can result in a driver's license suspension of up to three years.

Health Risks Associated with Substance Misuse

Misuse of alcohol or other drugs can cause serious health problems, including both short- and long-term impairment of learning ability, memory, and performance. Even one-time use, or moderate use, can cause serious reactions. Mixing drugs can compound toxic effects, and illegal drugs can be contaminated or have impurities that can be lethal. Short-term consequences can include heart and/or lung damage, spikes in blood pressure, stroke, destruction of brain cells, permanent memory loss, kidney failure, and liver cirrhosis. Substance misuse can also increase the likelihood of accidents and injury.

Information regarding specific drugs and their actions and policies related to alcohol and drugs are located in the link below:

National Institute on Drug Abuse Information About Specific Drugs and Their Actions

<https://www.drugabuse.gov/drugs-abuse>

Education and Prevention Programs, Assistance Services & Resources

Free campus resources for students:

- The Center for Student Wellness and Health Promotion (CSWHP) works to prevent abuse and reduce the misuse of alcohol and other drugs. To this end, the CSWHP offers a variety of workshops (<https://studentwellness.uci.edu/services>) and confidential one-on-one consultations, free of charge, (<http://studentwellness.uci.edu/services/consultations>) to educate and help students make informed decisions about alcohol, cannabis products, and other drugs. The CSWHP offers confidential appointments for assistance. Please call 949.824.9355 for an appointment.
- The Counseling Center (<https://counseling.uci.edu>) offers free individual consultation with students and can also provide outside referrals.

- The Campus Social Workers make free individual appointments with students (<https://whcs.uci.edu/campus-social-worker>).
- The Wellness, Health & Counseling Services website lists many on- and off-campus resources for addiction (https://whcs.uci.edu/do-you-need-help/campus-assist-list?f%5B0%5D=field_resource_type%3A25).
- Alcoholics Anonymous Orange County (<https://oc-aa.org>).

Free community resources for everyone:

- Alcoholics Anonymous Orange County (24-hour phone: 714.556.4555; <https://oc-aa.org>)
- Marijuana Anonymous (<https://www.marijuana-anonymous.org>)
- Cocaine Anonymous (Orange County: 949.650.1011; <https://ca.org>)
- Narcotics Anonymous (<https://www.na.org>)

If you have questions regarding this notification, please email deanstu@uci.edu.

Sincerely,

Rameen A. Talesh, Ed.D.

Associate Vice Chancellor, Student Life & Leadership

Dean of Students

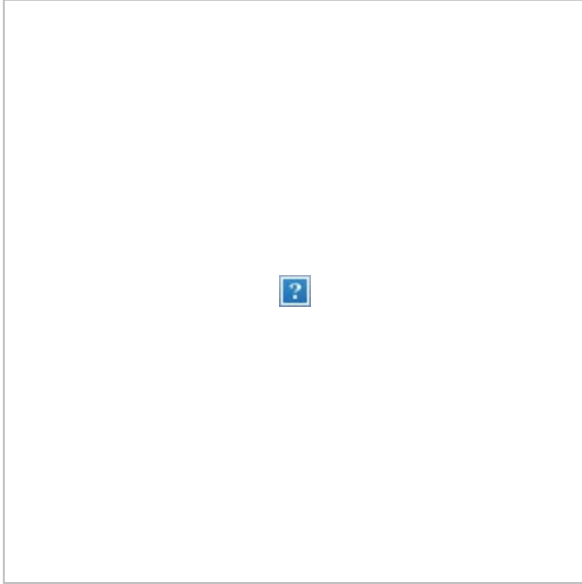
Student Affairs graphic



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The following was emailed to all students during the 2023-2024 academic year, on September 27, 2023.

From: [Student Affairs](#)
To: [All UCI Students, Sender Custom Email List](#)
Subject: Alcohol & Substance Misuse Policies
Date: Wednesday, September 27, 2023 6:45:32 PM



Dear UCI Students,

This is an annual notification sent out to all students about UCI’s alcohol and substance misuse policies for keeping our campus community and worksites free from the illegal use, possession, or distribution of alcohol and controlled substances. As a public institution, the federal [Drug Free Schools and Communities Act](https://www.congress.gov/bill/101st-congress/house-bill/3614) (<https://www.congress.gov/bill/101st-congress/house-bill/3614>) mandates that we send this information annually to all students.

University Policy and Sanctions

The University strives to maintain campus communities and worksites free from the illegal use, possession, and/or distribution of alcohol and other illicit drugs, including prescription drugs not prescribed for the individual, and all forms of cannabis products, which are not allowed on campus, any campus-owned property, or at any university-sponsored off-campus activity. Unlawful manufacture, distribution, dispensing, possession, use or sale of alcohol or controlled substances by University employees and students, on University premises, at official University functions, or while on University business is prohibited. Students found to be in

violation of this policy may be subject to University sanctions and/or may be referred for criminal prosecution. Sanctions include:

- Warning/censure
- Disciplinary probation
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- Dismissal
- Exclusion from areas of the campus or from official university functions
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Additionally under the Higher Education Act, a student whose eligibility has been suspended may resume eligibility before the end of the ineligibility period if the student satisfactorily completes a drug rehabilitation program that complies with certain criteria and includes two unannounced drug tests; or the conviction is reversed, set aside, or otherwise rendered futile. More information can be found by viewing the entire legislation: 20 U.S.C 1091(r):

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- Alcoholics Anonymous Orange County (<https://oc-aa.org>).

Free community resources for everyone:

- Alcoholics Anonymous Orange County (24-hour phone: 714.556.4555; <https://oc-aa.org>)
- Marijuana Anonymous (<https://www.marijuana-anonymous.org>)
- Cocaine Anonymous (Orange County: 949.650.1011; <https://ca.org>)
- Narcotics Anonymous (<https://www.na.org>)

If you have questions regarding this notification, please email deanstu@uci.edu.

Sincerely,

Ellen Whitehead, Ed.D.

Acting Associate Vice Chancellor/Dean of Students

Student Life & Leadership

Student Affairs graphic



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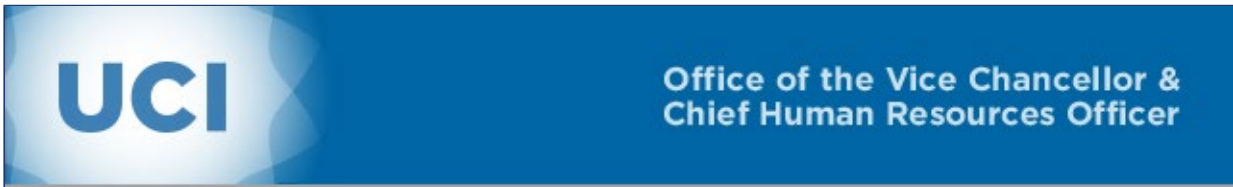
**2. ANNUAL NOTIFICATION TO UCI STUDENTS ABOUT SANCTIONS FOR CONTROLLED
SUBSTANCES**

During this time period, notification was included with the annual alcohol and other drug policies notification, shown immediately above (Appendix A, 1).

3. ANNUAL NOTIFICATION TO UCI EMPLOYEES ABOUT ALCOHOL AND DRUGS

The following was sent to all employees (faculty and staff) during the fall of 2022 and fall of 2023. It is also sent to all new employees shortly after they are hired.

From: [Ramona Agrela - Vice Chancellor & Chief Human Resources Officer](#)
To: [Campus Employees \(includes College of Health Sciences Employees\)](#)
Subject: Drug Free School and Communities Act
Date: Monday, October 17, 2022 7:49:28 PM



October 17, 2022

AUDIENCE: All UCI Employees

Drug Free School and Communities Act

Dear colleagues:

As a public institution, UCI has an obligation to ensure that our campus community and worksites are free from the illegal use, possession, or distribution of controlled substances. This notification is provided pursuant to the Drug Free School and Communities Act.

The manufacture, distribution, dispensing, possession, use, or sale of alcohol or of controlled substances by University employees in the workplace, on University premises, at official University functions, or on University business is governed by law, University policy, and campus regulations. Employees found in violation of these laws and/or policies may be subject to corrective action, up to and including dismissal, under applicable University policies and/or labor contracts, and may be referred for criminal prosecution or required to participate in an employee support program or appropriate treatment program.

Please read the PDF document entitled [Drug Free School and Communities Act](#). It contains important information and details, including links to related University policies.

For questions or concerns, please contact your Human Resources Business Partner (HRBP) or your local HR professional.

Sincerely,

Ramona Agrela
Vice Chancellor and Chief Human Resources Officer

Diane K. O'Dowd
Vice Provost, Academic Personnel



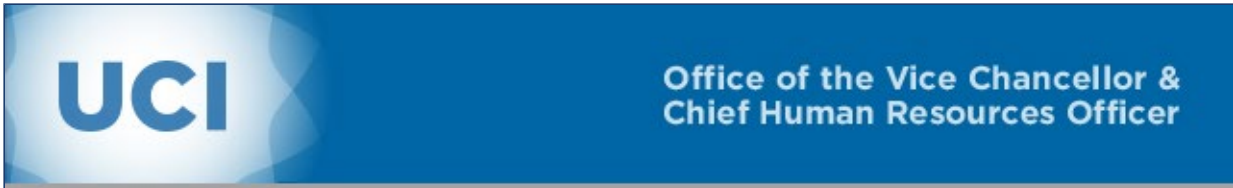
[Campus HR](#)
[Medical Center HR](#)
[Health Sciences HR](#)
[People Services](#)
[Employee Experience Center](#)

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Chief Executive Roundtable

Questions or Comments?

From: [Ramona Agrela - Vice Chancellor & Chief Human Resources Officer](#)
To: [Campus Employees \(includes College of Health Sciences Employees\)](#)
Subject: Annual Drug Free School and Communities Act Notice
Date: Monday, October 30, 2023 4:44:00 PM



October 30, 2023

AUDIENCE: All Campus Employees (Including College of Health Sciences)

Drug Free School and Communities Act

Dear colleagues:

As a public institution, UCI has an obligation to ensure that our campus community and worksites are free from the illegal use, possession, or distribution of controlled substances. This notification is provided pursuant to the [Drug Free School and Communities Act](#).

The manufacture, distribution, dispensing, possession, use, or sale of alcohol or of controlled substances by University employees in the workplace, on University premises, at official University functions, or on University business is governed by law, University policy, and campus regulations. Employees found in violation of these laws and/or policies may be subject to corrective action, up to and including dismissal, under applicable University policies and/or labor contracts, and may be referred for criminal prosecution or required to participate in an employee support program or appropriate treatment program.

Please read the PDF document entitled [Drug Free School and Communities Act](#). It contains important information and details, including links to related University policies.

For questions or concerns, please contact your Human Resources Business Partner (HRBP) or your local HR professional.

Sincerely,

Ramona Agrela
Vice Chancellor & Chief Human Resources Officer

Diane K. O'Dowd
Vice Provost, Academic Personnel



[Campus HR](#)
[Medical Center HR](#)
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[Illuminations](#)

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Questions or Comments?
Contact ragrela@uci.edu

4. ANNUAL NOTIFICATION TO UCI STUDENTS AND EMPLOYEES ABOUT NO SMOKING

The below was emailed to all UCI students, faculty, and staff on September 28, 2022 for the 2022-23 AY and October 02, 2023 for the 2023-24 AY:

From: [Smoke-and Tobacco-Free Policy Task Force](#)
To: [All UCI Employees \(Campus, Medical Center, and College of Health Sciences\), All UCI Students](#)
Subject: A message from the Smoke-and Tobacco-Free Policy Task Force
Date: Wednesday, September 28, 2022 6:35:05 PM

UCI Smoke and Tobacco Free graphic



A message from the Smoke-and Tobacco-Free Policy Task Force

Dear Anteater Community:

We would like to take this opportunity to welcome everyone who's here back to campus and extend our continued wish for the health and wellness of all our loved ones during this time. As we begin the academic year, we wanted to remind everyone of our Smoke and Tobacco-Free policy.

In January 2014, our campus instituted the [University of California](#)'s smoke-and tobacco-free policy along with our nine sister campuses. The guidelines, in part, state: "Smoking, the use of smokeless tobacco products, electronic smoking devices (e.g., E-cigs, vapor cigarette, personal vaporizer, PV, or hookah), and the use of nicotine products not regulated by the U.S. Food & Drug Administration for cessation or to help people quit tobacco, and marijuana or other plant-based products are prohibited on all UCI-controlled properties. This includes all indoor and outdoor spaces, including parking lots, in which the university has a 100 percent ownership interest or an exclusive lease interest." The policy also includes "all part of the plant *Cannabis sativa* L." (whether growing or not with a delta-9-tetrahydrocannabinol concentration of more than 0.3 percent on a dry weight basis; the seeds thereof; the resin

extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds or resin. Such term does not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination.) and is comprehensive in addressing e-cigarettes as well as specifying how the campus is smoke and tobacco-free.

In light of recent reported cases of vaping-associated pulmonary injury (VAPI), we wanted to bring to your attention a message issued 10/1/2019 from the California Department of Public Health, which “is urging everyone to quit vaping altogether, no matter the substance or source, until current investigations are complete.”

Policy compliance is very high and continues to improve, making UCI a healthier environment for everyone. In fact, from 2015-2016 to the end of 2018-2019 monitors on our Environmental Health & Safety and Risk Services team report a reduction from 662 to 212 in the number of incidents observed. Our smoke- and tobacco-free education efforts have increased, and we continue putting smoke- and tobacco-free decals onto all UCI vehicles. Our enforcement efforts focus on information, resources and education. However, meaningful implementation of this policy requires the consistent cooperation of our entire campus community. The policy itself calls for deans, department heads and managers to demonstrate leadership in attaining further compliance.

We realize that adherence to the policy may be difficult for some — particularly newcomers and those here for short periods of time. In addition, we are aware there are places on campus where people who smoke or vape tend to congregate. We continue to monitor these “hot spots” and communicate as directly as possible the purpose and importance of the policy, as well as the smoking cessation resources available.

[Student Wellness & Health Promotion](#) has resources for students affected by this policy; [UCI Human Resources, Worklife & Wellness](#) provides the same for faculty and staff. The California Smokers’ Helpline at 1-800-NO-BUTTS (1-800-662-8887) is available to all members of the campus community, including visitors, who want to learn about its services.

We appreciate the feedback we have received and encourage your input, anonymously or not, via [this form](#). We care about the welfare of all UCI faculty, staff, students, and visitors. We thank you for helping in this effort to improve the health of our community.

Sincerely,

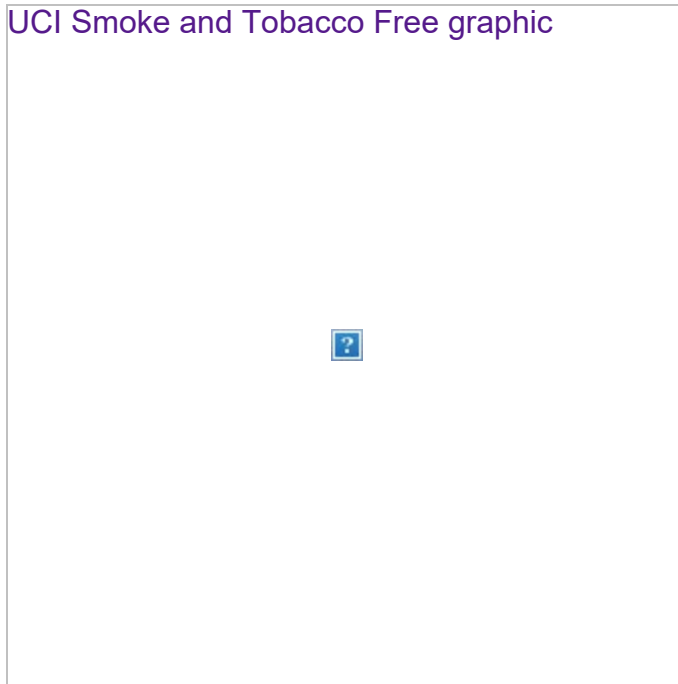
[Smoke-and Tobacco-Free Policy Task Force](#)



[Manage your Zotmail subscriptions](#)

From: [Smoke/Tobacco-Free Policy Task Force](#)
To: [Campus Employees \(excludes College of Health Sciences Employees\), All UCI Students](#)
Subject: Annual Smoke/Tobacco-Free Policy Reminder
Date: Monday, October 2, 2023 9:26:40 PM

UCI Smoke and Tobacco Free graphic



A message from the Smoke-and Tobacco-Free Policy Task Force

Dear Anteater Community:

We would like to take this opportunity to welcome everyone who's here back to campus and extend our continued wish for the health and wellness of all our loved ones during this time. As we begin the academic year, we wanted to remind everyone of our Smoke and Tobacco-Free policy.

In January 2014, our campus instituted the [University of California](#)'s smoke-and tobacco-free policy along with our nine sister campuses. The guidelines, in part, state: "Smoking, the use of smokeless tobacco products, electronic smoking devices (e.g., E-cigs, vapor cigarette, personal vaporizer, PV, or hookah), and the use of nicotine products not regulated by the U.S. Food & Drug Administration for cessation or to help people quit tobacco, and marijuana or other plant-based products are prohibited on all UCI-controlled properties. This includes all indoor and outdoor spaces, including parking lots, in which the university has a 100 percent ownership interest or an exclusive lease interest." The policy also includes "all part of the plant *Cannabis sativa* L." (whether growing or not with a delta-9-tetrahydrocannabinol concentration of more than 0.3 percent on a dry weight basis; the seeds thereof; the resin

extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds or resin. Such term does not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination.) and is comprehensive in addressing e-cigarettes as well as specifying how the campus is smoke and tobacco-free.

Considering recent reported cases of vaping-associated pulmonary injury (VAPI), we wanted to bring to your attention a message issued 10/1/2019 from the California Department of Public Health, which “is urging everyone to quit vaping altogether, no matter the substance or source, until current investigations are complete.”

Policy compliance is very high and continues to improve, making UCI a healthier environment for everyone. In fact, from 2015-2016 to the end of 2018-2019 monitors on our Environmental Health & Safety and Risk Services team report a reduction from 662 to 212 in the number of incidents observed. Our smoke- and tobacco-free education efforts have increased, and we continue putting smoke- and tobacco-free decals onto all UCI vehicles. Our enforcement efforts focus on information, resources and education. However, meaningful implementation of this policy requires the consistent cooperation of our entire campus community. The policy itself calls for deans, department heads and managers to demonstrate leadership in attaining further compliance.

We realize that adherence to the policy may be difficult for some — particularly newcomers and those here for short periods of time. In addition, we are aware there are places on campus where people who smoke or vape tend to congregate. We continue to monitor these “hot spots” and communicate as directly as possible the purpose and importance of the policy, as well as the smoking cessation resources available.

[Student Wellness & Health Promotion](#) has resources for students affected by this policy; [UCI Human Resources, Worklife & Wellness](#) provides the same for faculty and staff. The California Smokers’ Helpline at 1-800-NO-BUTTS (1-800-662-8887) is available to all members of the campus community, including visitors, who want to learn about its services.

We appreciate the feedback we have received and encourage your input, anonymously or not, via [this form](#) We care about the welfare of all UCI faculty, staff, students, and visitors. We thank you for helping in this effort to improve the health of our community.

Sincerely,
[Smoke-and Tobacco-Free Policy Task Force](#)



For more information, simply **REPLY** to this message.

[Manage Zotmail Subscriptions](#)

*** Please note that by unsubscribing you are opting out of ALL email communications from Willie L. Banks Jr., Ph.D. - Vice Chancellor, Student Affairs.*

[Privacy & Legal Notice](#)

5. NOTIFICATION ON SUBSTANCE ABUSE POLICIES IN UC IRVINE CATALOGUE

The [UCI Catalogue](#) provides information on regarding UCI's alcohol and other drugs policies via the posting of the UC Policies Applying to Campus Activities, Organizations and Students on the UCI General Catalogue [website](#).

APPENDIX B: AOD POLICIES AND CAMPUS CONDUCT STANDARDS

This appendix contains the full policies cited and summarized or excerpted from in the text of the report.

1. UNIVERSITY OF CALIFORNIA POLICY ON SUBSTANCE ABUSE

<https://policy.ucop.edu/doc/4000386/SubstanceAbuse>

UNIVERSITY OF CALIFORNIA

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SANTA BARBARA • SANTA CRUZ

DAVID PIERPONT GARDNER
President

OFFICE OF THE PRESIDENT
300 LAKESIDE DRIVE
OAKLAND, CALIFORNIA 94612-3550

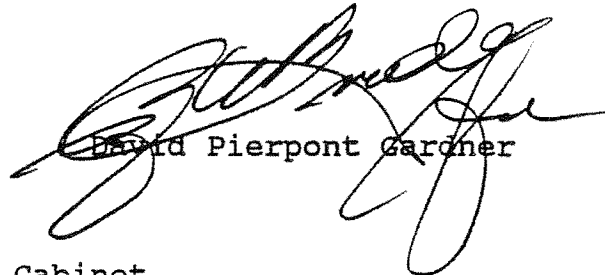
November 1, 1990

**CHANCELLORS
LABORATORY DIRECTORS
SENIOR VICE PRESIDENT--ADMINISTRATION**

University of California Policy on Substance Abuse

The enclosed University of California Policy on Substance Abuse, which is a revision of the March 18, 1989 University Policy on Substance Abuse in the Workplace, is effective immediately. This Policy revision was necessitated by changes in the final regulations for the Drug-Free Workplace Act of 1988, the issuance of Department of Education regulations related to the Drug-Free Schools and Communities Act of 1989, and issuance of the State Drug-Free Workplace Act 1990. The revised Policy includes the addition of students, clarification of those employees who must report convictions of any criminal drug statute violation occurring in the workplace or while on University business, and the extension of special requirements to those engaged on State contracts and grants.

Please ensure appropriate notification of employees under your jurisdiction. Implementing Guidelines for the Policy will be issued soon by the Assistant Vice President--Employee Relations.



David Pierpont Gardner

Enclosure

- cc: Members, President's Cabinet
- Associate Vice President Moore
- Assistant Vice President Galligani
- Assistant Vice President Levin
- Academic Council Chair Bovell
- Staff Council Chair Drake
- Director Rogin
- Principal Officers of The Regents

University of California Policy on Substance Abuse

The University of California recognizes dependency on alcohol and other drugs as a treatable condition and offers programs and services for University employees and students with substance dependency problems. Employees (including student employees) and students are encouraged to seek assistance, as appropriate, from Employee Support Programs, health centers, and counseling or psychological services available at University locations or through referral. Information obtained regarding an employee or student during participation in such programs or services will be treated as confidential, in accordance with Federal and State laws.

The University strives to maintain campus communities and worksites free from the illegal use, possession, or distribution of alcohol or of controlled substances, as defined in schedules I through V of the Controlled Substances Act, 21 United States Code §812, and by regulation at 21 Code of Federal Regulations §1308. Unlawful manufacture, distribution, dispensing, possession, use, or sale of alcohol or of controlled substances by University employees and students in the workplace, on University premises, at official University functions, or on University business is prohibited. In addition, employees and students shall not use illegal substances or abuse legal substances in a manner that impairs work performance, scholarly activities, or student life.

Employees found to be in violation of this Policy, including student employees if the circumstances warrant, may be subject to corrective action, up to and including dismissal, under applicable University policies and labor contracts, or may be required, at the discretion of the University, to participate satisfactorily in an Employee Support Program.

Students found to be in violation of this Policy may be subject to corrective action, up to and including dismissal, as set forth in the University of California Policies Applying to Campus Activities, Organizations, and Students (Part A) and in campus regulations, or may be required, at the discretion of the University, to participate satisfactorily in a treatment program.

Special requirements for employees engaged on Federal or State contracts and grants

The Federal Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D) and the State Drug-Free Workplace Act of 1990 require that University employees directly engaged in the performance of work on a Federal or State contract or grant shall abide by this Policy as a condition of employment.

Employees working on Federal contracts and grants shall notify the University within five calendar days if they are convicted of any criminal drug statute violation occurring in the workplace or while on University business. This requirement also applies to all indirect charge employees who perform support or overhead functions related to the Federal contract or grant and for which the Federal government pays its share of expenses, unless the employee's impact or involvement is insignificant to the performance of the contract or grant. The University is required to notify the Federal contracting or granting agency within ten calendar days of receiving notice of such conviction and to take appropriate corrective action or to require the employee to participate satisfactorily in available counseling, treatment, and approved substance-abuse assistance or rehabilitation programs within thirty calendar days of having received notice of such conviction.

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SANTA BARBARA • SANTA CRUZ

DAVID PIERPONT GARDNER
President

RONALD W. BRADY
Senior Vice President—
Administration

OFFICE OF THE PRESIDENT
300 LAKESIDE DRIVE
OAKLAND, CALIFORNIA 94612-3550

December 10, 1990

VICE CHANCELLORS--ACADEMIC AFFAIRS
VICE CHANCELLORS--ADMINISTRATION
VICE CHANCELLORS--STUDENT AFFAIRS
ASSOCIATE LABORATORY DIRECTORS

Implementing Guidelines for the University of California Policy on Substance Abuse

In his November 1, 1990, letter to Chancellors, Laboratory Directors, and the Senior Vice President--Administration, President Gardner transmitted the University of California Policy on Substance Abuse and indicated that implementing guidelines would be issued by the Office of Employee Relations. Enclosed are the Implementing Guidelines for the University of California Policy on Substance Abuse, which have been revised to reflect changes necessitated by the final regulations for the Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act of 1989, and the State Drug-Free Workplace Act of 1990.

We appreciate your comments during the review process, and attach for your information a memorandum identifying the significant changes that have been made in response to suggestions from the campuses, Laboratories, and other offices and individuals.

Calvin C. Moore
Associate Vice President--
Academic Affairs

Lubbe Levin
Assistant Vice President--
Employee Relations

Dennis Galligani
Assistant Vice President--
Student Academic Services

Enclosures

- cc: Chancellors
- Laboratory Directors
- Members, President's Cabinet
- Principal Officers of The Regents
- Academic Council Chair Bovell
- Staff Council Chair Drake
- University Controller Pastrone
- Associate Vice President West
- Assistant Vice President Stover
- Assistant Vice President Swartz
- Director Phillips
- Director Rogin • *R12-13*
- University Counsel Canning
- Personnel Managers

UNIVERSITY OF CALIFORNIA
Office of Employee Relations
December 4, 1990

IMPLEMENTING GUIDELINES FOR THE
UNIVERSITY OF CALIFORNIA POLICY ON SUBSTANCE ABUSE
=====

A. AUTHORITY

Chancellors and Laboratory Directors are responsible for implementing the provisions of the University of California Policy on Substance Abuse, including provisions of the Drug-Free Schools and Communities Act (Public Law 101-226), and special requirements for employees engaged on Federal and State contracts and grants, as set forth in the Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D) and the State of California Drug-Free Workplace Act of 1990. This Policy applies to all University of California employees and students.

B. DEFINITIONS

1. Confidential Information

Confidential information as used in this Policy is defined as medical and counseling/psychological records pertaining to the diagnosis or treatment of alcohol or drug abuse or records indicating referral to an alcohol or drug abuse program subject to protection under the Confidentiality of Alcohol and Drug Abuse Patient Records (42 C.F.R., pt. 2), the California Health and Safety Code section 11978, the Information Practices Act, and the University of California Policies Applying to the Disclosure of Information from Student Records, and may not be disclosed further without specific authorization by the employee or student, or where authorized or required pursuant to Federal or State laws and regulations.

2. Conviction

For purposes of reporting convictions under the special requirements section, a conviction is a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of any criminal drug statutes.

3. Employee

For purposes of the Policy, an employee is any person holding a University staff or academic appointment, or holding a position at a Department of Energy Laboratory. This includes work study students who are employed by the University. Students employed by outside agencies that have written agreements with the University that the agencies are the employers of the students rather than the University are not considered employees of the University.

4. Student

A student is:

- one who is currently enrolled for academic credit at a campus of the University of California; or
- one who, during the recess periods between academic terms, has completed the immediately preceding term and is eligible for reenrollment.

For purposes of this policy, this includes a student who is enrolled for academic credit during a summer session at the University and has been admitted to the University for the succeeding fall term. Individuals enrolled for continuing education units are not considered students.

5. Support Programs

a. Employee Support Programs

Employee Support Programs refer to University-sponsored **Employee Assistance Programs (EAP)** and **Vocational Rehabilitation Programs (REHAB)**. EAPs are designed to assist supervisors and employees whose personal problems are affecting their performance at the work site as a result of substance abuse, chemical dependency, addiction, alcoholism, or other personal problems. EAPs provide confidential services in short-term counseling and intervention, assessment and referral, and supervisory consultation and training. Employees are encouraged to self-refer and seek this confidential assistance from the Employee Assistance

Counselor for substance abuse problems. Vocational Rehabilitation Programs provide counseling and technical assistance when an employee becomes disabled because of substance abuse and the need for accommodation, rehabilitation, or medical separation arises. On some campus and Laboratory sites, EAP services and Vocational Rehabilitation services may be provided within a single department or under the department name of **Employee Support Programs/Services**. Student employees are eligible for participation in Employee Support Programs/Services.

b. Student Support Programs

Student Support Programs refer to campus and community education and assistance programs and referral services which are available to students. Campus education services and programs may include health education programs, residential life activities, and campus-wide drug and alcohol education programs that are designed to inform students and other members of the campus community of the problems associated with the illegal use of alcohol and other drugs. Campus student assistance programs include student health services, counseling and psychological services, and drug and alcohol education programs that provide counseling, referral, and treatment for abuse of alcohol and other drugs. Students are encouraged to self-refer and seek assistance for substance abuse problems.

6. Substance-abuse assistance or rehabilitation programs

Substance-abuse assistance or rehabilitation programs as referred to in the Policy are programs providing drug and/or alcohol counseling, family counseling, treatment, rehabilitation, and assistance in re-entry.

7. Substances

a. Controlled substances

Controlled substances are those substances defined in schedules I through V of the Controlled Substances Act, 21 U.S.C. §812, and by regulation at 21 C.F.R. §1308. For employees, a list of controlled substances is available from the Employee Support Programs/Services at each location. Students may obtain the list from a location as designated by each campus.

b. Illegal substances

Illegal substances are controlled substances listed in the Controlled Substance Act which are obtained illegally.

c. Legal substances

Legal substances are (1) controlled substances that are prescribed or administered by a licensed physician or health-care professional; (2) over-the-counter drugs; and (3) alcoholic beverages.

C. SUBSTANCE ABUSE AWARENESS PROGRAM

Chancellors and Laboratory Directors are responsible for developing and implementing on-going substance abuse awareness programs for employees, supervisors, and students. Those programs shall include annual* distribution of information regarding the following:

1. the University of California Policy on Substance Abuse which prohibits the unlawful manufacture, distribution, dispensing, possession, use or sale of controlled substances or legal substances, and the abuse of legal substances in the workplace, on University premises, at official University functions, or on University business;
2. the dangers of substance abuse in the workplace or as a part of student life or scholarly activities, and a description of the health risks associated with substance abuse;
3. substance abuse counseling, rehabilitation, employee assistance programs, and psychological services for students which are available at each location or through referral;
4. penalties and disciplinary sanctions that may be imposed upon employees and students for substance abuse violations occurring in the workplace, on University premises, at official University functions, or on University business; and

* Because of the applicability of the Drug-Free Schools and Communities Act to the campuses and not to the Department of Energy Laboratories, annual distribution of information is not specifically required by statute for the Laboratories.

5. a description of the legal sanctions under local, State, and Federal law for the unlawful possession or distribution of illicit drugs and alcohol.

Such programs should include: distribution and discussion of the University's Policy at new employee and student orientation sessions; identification and dissemination of information regarding Employee Assistance Programs; information regarding counseling and referral services for students; distribution of educational materials regarding the symptoms and problems of substance abuse; training programs for staff, faculty, and students conducted by experts in the field of substance abuse prevention; and inclusion of training programs and regular updates for new and current supervisors.

D. CERTIFICATION REQUIREMENTS

Chancellors and Laboratory Directors are responsible for ensuring any certification as required by Federal and State law and for developing procedures to implement the University of California Policy on Substance Abuse and the aforementioned laws by:

1. providing information annually regarding the University of California Policy on Substance Abuse and the information identified in Section C (1-5) - Substance Abuse Awareness Program to each employee and student, which includes providing notice to each employee, including student employees, that as a condition of employment under Federal and State contracts or grants, the employee must abide by the terms of the University of California Policy on Substance Abuse, and that employees working on Federal contracts and grants shall notify the employer of any criminal drug statute conviction for a violation occurring in the workplace, while traveling or on other University business, no later than five calendar days after such conviction;
2. providing procedures by which an employee engaged on a Federal contract or grant can report convictions for drug violations in the workplace;
3. notifying each Federal agency funding the contract or grant of the position title and award number for each contract and grant on which the employee was working within 10 calendar days after notice from an employee of a conviction;
4. taking appropriate disciplinary action against an employee who has been convicted and/or requiring the

employee to participate satisfactorily in a substance abuse or rehabilitation program; and

5. conducting a biennial review of the substance abuse program as provided for in the Drug-Free Schools and Communities Act.

Campuses and Laboratories should assure retention of documentation of the University's compliance with the requirements of the Federal Drug-Free Workplace Act of 1988, the State Drug-Free Workplace Act of 1990, the Drug-Free Schools and Communities Act of 1989, and other laws.

E. DISCIPLINARY ACTION

1. Employees

Employees found to be in violation of the University of California Policy on Substance Abuse may be subject to corrective action, up to and including dismissal, under the applicable personnel policies or collective bargaining agreements.

For a member of the faculty, disciplinary hearing proceedings shall be in accordance with procedures established by the Academic Senate. The administration of discipline shall be in accordance with procedures established by the University in consultation with the Academic Senate.

Student employees found to be in violation of the Policy as a result of actions taken during the course of their activities as employees may be subject to corrective action under applicable personnel policies or collective bargaining agreements. Existing University policy provides that the loss of University employment shall not be a form of corrective action for students, unless the conduct giving rise to the discipline is related to the employment.

In addition to, or in lieu of corrective action, employees may, as a condition of employment, be required to participate in a substance abuse assistance or rehabilitation program. If the employee continues to perform any job duties during the time of this participation, the employee will be expected to conform to the standards for satisfactory work performance.

Employees found to have engaged in other kinds of misconduct will be disciplined or discharged under the applicable personnel policies or collective bargaining agreements.

2. Students

Students found to be in violation of the University of California Policy on Substance Abuse may be disciplined as set forth in Section 52.130 of the University of California Policies Applying to Campus Activities, Organizations, and Students (Part A), and campus implementing regulations. Types of student disciplinary action include: warning, censure, loss of privileges and exclusion from activities, restitution, suspension, and dismissal. Section 52.124 provides that the loss of University employment shall not be a form of corrective action for students, unless the conduct giving rise to the discipline is related to the employment.

In addition to, or in lieu of disciplinary action, students may, as a condition of continued enrollment, be required to participate in a substance abuse assistance or rehabilitation program.

F. PROGRAM REVIEW

Campuses and Laboratories shall be responsible for assessing compliance with the legal requirements as set forth in Federal and State laws.

2. POLICY ON THE SALE, SERVICE AND CONSUMPTION OF ALCOHOLIC BEVERAGES (UCI SEC. 900-13)

<http://policies.uci.edu/policies/pols/900-13.php>

Physical Environment and Properties

Buildings and Grounds: General Use

Sec. 900-13: Policy on the Sale, Service and Consumption of Alcoholic Beverages

Responsible Administrator: Vice Chancellor – Student Affairs

Revised: March 2018

References / Resources:

- [California Department of Alcoholic Beverage Control \(ABC\)](#)
- [California Business and Professions Code, Alcoholic Beverage Control Act](#)
- [Citations from California Law Related to Alcoholic Beverages](#)
- [University of California Policy on Substance Abuse](#)
- UC Delegations of Authority
- [DA 0554](#) University Approval of Liquor Licenses for Campus Facilities
- UCI Delegations of Authority
- [IDA 551](#) Liquor Licenses for UC Irvine Facilities
- [IDA 552](#) Serving and Selling Alcoholic Beverages
- UCI Administrative Policies & Procedures
- [Section 700-10](#) Policy on Non-Research Sponsorship and Service Agreements
- [Section 700-20](#) Policy on Use of University Name and Seals, Campus Names and Seal and Trademarks
- [Section 701-20](#) Business Meetings and Entertainment Guidelines
- [Section 900-10](#) Policy on Use and Scheduling of UC Irvine Properties
- UCI Resources
- [Serving Alcoholic Beverages at UCI Sponsored Events](#)
- [UCI Special Events & Protocol](#)
- [Request to Serve or Sell Alcoholic Beverages](#)
- [3 Steps for a Successful Event with Alcoholic Beverage Service](#)
- [How to Obtain Required Licenses to Sell Alcoholic Beverages at UCI Events](#)

Contact: Hospitality & Dining Services (HDS) at (949) 824-5464 or food@uci.edu

A. Purpose and Applicability

1. This policy governs the sale, service and consumption of alcoholic beverages at UCI [Events](#) and on University premises in accordance with the [Policy on Substance Abuse](#) and [State laws related to alcoholic beverages](#). In every instance where alcohol consumption is permitted, the individuals and organizations involved are responsible for ensuring compliance with all applicable local, State, and federal laws, this policy, and other applicable University regulations.

2. **This policy applies to all University [Events](#)** including, but not limited to, those occurring:

On campus in licensed facilities:	Phoenix Grille, Bren Events Center, Anteater Ballpark, Anthill Pub & Grille, selected areas of the Student Center, The Irvine Barclay Theatre, The Beckman Center, University Club
On campus in unlicensed facilities:	Aldrich Park, Ring Mall, indoor spaces, outdoor plaza areas, fields, the Chancellor’s residence when hosting UCI-sponsored events, Summer conference Events held in residential housing*
Off campus on/in UCI controlled (owned or leased) property:	UC Irvine Medical Center, Anza Borrego research center, Irvine Museum, Applied Innovation
Off campus (on commercial or private property) events involving 10 or more people and funded by the University:	Hotels, restaurants, private residences Note: Events serving alcohol at private residences are not insured by the University. As a best practice, the owner of the property should consult with their homeowner’s insurance provider or obtain the services of a Certified Professional Server or licensed and insured bartender/caterer.

*Summer conference [Events](#) in residential housing are also covered by [UCI Student Housing policies](#).

3. **This policy does not apply** to serving alcoholic beverages at non-UCI events in private residences on or off campus (such as residence hall rooms and residential apartments on the University premises).

B. Definitions

Approving Authority	An individual authorized by the Chancellor to approve the serving and selling of alcoholic beverages at UCI Events (see part C below).
Certified Professional Server	An individual over 21 years of age or older who has completed an alcohol server training program (such as TIPS® or LEAD) and can provide proof of certification and liquor liability insurance to HDS.
Consideration	“Consideration” includes money, tickets, tokens, or chits that have been issued in exchange for money or anything else or value. This includes, but is not necessarily limited to, a registration fee or monetary donation, service at a cash bar, admission tickets to an event where alcoholic beverages are included in the ticket price, and both presale and onsite tickets to events where alcoholic beverages will be provided along with other amenities, such as food and entertainment.
Event	Any event at which alcoholic beverages will be served, described in part A.2. above, that uses the UCI name or trademarks and/or is paid for by, or reimbursed with, University funds.
Event Location Approver	An individual authorized to approve the use of a UCI facility space for an event.
Event Representative	An individual 21 years of age or older designated by the Sponsoring Organization to assist the Primary Event Representative and be present at the event to ensure policy compliance. One Event Representative is required per 50 attendees.
Primary Event Representative	An individual 21 years of age designated by the Sponsoring Organization to act as their primary contact and to be present at the event to ensure policy compliance.
Sponsoring Organization	The registered campus organization, department or unit, recognized University support group, or off-campus “renter” organizing an event on University premises. For co-

sponsored events, the entity primarily providing the funding.

C. Responsibilities and Authority

1. **Hospitality & Dining Services (HDS)**, a unit within Student Affairs, is responsible for the administration of this policy and should be contacted early in the [Event](#) planning process. HDS offers:
 - Information concerning:
 - UCI approved caterers certified to serve alcoholic beverages;
 - this policy; and
 - Guidance on:
 - when the serving of alcohol may not be appropriate for an event;
 - implementing an alcohol awareness program.

2. Only the [Approving Authorities](#) listed below can approve a [Request to Serve or Sell Alcoholic Beverages](#). The Approving Authority assumes full responsibility for the [Event](#) and compliance with this and other applicable University policies. Approving authority may not be redelegated.

UCI Approving Authorities for the Serving and Selling of Alcoholic Beverages

Sponsoring Organization	Approving Authority (IDA 552)
Academic Affairs Academic Units	Provost and Executive Vice Chancellor; Associate Provost and Executive Vice Chancellor Deans
Finance and Administration	Vice Chancellor; Associate Vice Chancellor, Campus Operations
Office of Research Organized Research Units Special and Other Research Programs	Vice Chancellor; Associate Vice Chancellor
Student Affairs Registered Campus Organizations events	Vice Chancellor; Associate Vice Chancellor Assistant Vice Chancellor of Student Life & Leadership Director, Student Center & Events Services

Summer Conference
events

University Advancement

Vice Chancellor

UC Irvine Medical Center

Chief Operating Officer

3. **All members of the UCI community** and any non-affiliated visitors attending Events are expected to be responsible for their drinking behavior and for the consequences of alcohol consumption.
4. **Sponsoring Organizations** must comply with State and local laws as provided by the [California Department of Alcoholic Beverage Control \(ABC\)](#), this policy, and any other applicable regulations, and are responsible for:
 - a. Requesting approval for an [Event](#) as specified in [part D](#), below.
 - b. Providing **food and non-alcoholic beverages** to ensure that the consumption of alcoholic beverages is not the main focus of an [Event](#).
 - c. Paying all **fees and costs** associated with their Event (license processing fees, security, [Certified Professional Servers](#), equipment rental, etc.)
 - d. Compliance with all University **security and safety** policies. This includes complying with EH&S [food safety](#) and [fire safety requirements](#), and providing institutionally approved security personnel as specified by the [Approving Authority](#), [HDS](#), and UCI Police.
 - e. Designating a minimum of one [Event Representative](#) for every 50 attendees at an Event. The [Primary Event Representative](#) and all Event Representatives:
 - must attend the Event to assist with policy compliance;
 - are responsible for ensuring alcoholic beverages remain within the Event area and are not passed to anyone who may be under 21 years of age; and
 - must refrain from consuming alcoholic beverages during the Event.

Sponsoring Organization that regularly sponsor events at which alcoholic beverages are served are encouraged to implement an alcohol awareness program.

5. An **Alcohol Advisory Committee** with representatives from Student Affairs, Academic Affairs, UCI Police, Risk Services, and others as necessary, will be assembled by the Associate Vice Chancellor-Auxiliary Services and Business Enterprises to advise on the serving and selling of alcoholic beverages. The Committee will review the policy as needed and recommend any revisions to the Vice Chancellor-Student Affairs.

6. The **Vice Chancellor-Student Affairs** and the **Associate Vice Chancellor-Auxiliary Services and Business Enterprises** are authorized to submit to the State Department of Alcoholic Beverage Control (ABC) statements on behalf of [Sponsoring Organizations](#) applying for licenses to serve liquor on UCI premises (see [IDA551](#) Liquor Licenses for Campus Facilities).
7. Exceptions to this policy may only be approved by the **Vice Chancellor-Student Affairs**.

D. Policy

Serving alcoholic beverages is permitted only in UCI facilities licensed to serve alcoholic beverages and/or at UCI Events authorized by Hospitality & Dining Service (HDS):

1. **Obtaining Authorization to Serve Alcoholic Beverages**
 - a. At least 20 business days prior to each [Event](#) a filled out [Request to Serve or Sell Alcoholic Beverages form](#) (Request) must be submitted to HDS with:
 - The signature of the [Approving Authority](#)
 - The signature of the [Event Location Approver](#)
 - If applicable, an attached [diagram](#) of all outdoor serving areas, detailing the layout with approximate dimensions.
 - b. Finalization of the Request process and approval to proceed with the Event will be contingent upon completion of other requirements, such as obtaining liquor liability insurance and providing [Certified Professional Servers](#).
 - If additional approval is required from Environmental Health & Safety and Risk Services, Transportation & Distribution Services, UCI Police, or any other department, HDS will notify the [Sponsoring Organization](#).
 - c. After HDS completes its Request review and determines that the Event will be compliant with applicable laws and this policy's requirements, HDS will send a copy of the approved Request form to the [Primary Event Representative](#), the Event Location Approver, Risk Services, and UCI Police.
2. **Serving Alcoholic Beverages Requirements**
 - a. **No person under 21 years of age** and no obviously intoxicated person may be provided an alcoholic beverage. Alcohol may not be served at an event at which either the majority of the group or their guests is under 21 years of age.
 - b. **Only wine and malt beverages** are permitted at student sponsored or student oriented [Events](#).

- c. **Identification System:** When attendees under 21 years of age will be present the [Primary Event Representative](#) will implement an identification system (e.g. wristbands).
- d. **Service Location:** Alcoholic beverages may be consumed only in the location stated on the Request form.
- e. **Outdoor Events** must be sufficiently barricaded to prevent the passing of alcohol to areas outside the Service Location and locations where alcohol is permitted must be clearly defined with signage. Entrance and exit pathways must be clearly marked. Signs stating “no alcohol beyond this point” must be posted at all exits.
- f. **Availability of Food and Other Beverages:** A variety of non-alcoholic beverages as well as an appropriate amount of food must be made available at all Events where alcoholic beverages are served. Non-alcoholic beverages must be featured as prominently as the alcoholic beverages.
- g. **Duration of Service of Alcoholic Beverages:** The serving of alcoholic beverages should end at a time that will consider the safety of guests and should be stated on the Request form reviewed and finalized by HDS. For Events that extend beyond one hour, the actual serving period should be limited to four hours and end approximately one hour prior to the end of the Event. Exceptions can be approved only by HDS.
- h. **Servers of Alcoholic Beverages:**
 - i. Hospitality & Dining Services can provide a list of approved caterers or approved bartending services who employ [Certified Professional Servers](#).
 - Liquor liability insurance is required of all caterers and bartenders serving alcoholic beverages.
 - ii. Certified Professional Servers:
 - are prohibited from consuming alcoholic beverages at an [Event](#);
 - and
 - must not be members of or in any way affiliated with the [Sponsoring Organization](#).
 - iii. At [Events](#) held in **licensed** facilities, only the licensee’s [Certified Professional Server](#)s may serve or sell alcoholic beverages.
- i. **Self-service of Alcoholic Beverages** is permitted only at **faculty and staff** Events:
 - with fewer than 50 attendees,

- where all guests are over the age of 21,
- where no hard liquor will be served,
- where no alcoholic beverages will be sold, and
- in unlicensed facilities.

Permitted events include faculty gatherings, department celebrations, and holiday parties.

3. Selling Alcoholic Beverages

- a. Exchanging any [Consideration](#) for alcoholic beverage service constitutes a sale.
 - b. If alcoholic beverages are sold in an **unlicensed** facility, a license from the ABC is required. Only a **co-sponsoring non-profit** or a **UCI Approved Caterer** can obtain a license for UCI Events (see [How to Obtain Required Licenses to Sell Alcoholic Beverages at UCI Events](#)).
 - c. When selling alcoholic beverages [Sponsoring Organizations](#) must comply with Serving Alcoholic Beverage Requirements (see [part D.2. items a-h](#) above) and State requirements. An alcoholic beverage license from the ABC is required under all circumstances.
 - d. **Approval to Sell:** No individual, group, or campus unit acting in the name of The Regents or in the name of the University may apply for a license to engage in the sale of any alcoholic beverage, including beer. A license to provide and sell alcoholic beverages must be issued to an organization independent of the University, such as a faculty club, food service vendor, alumni group, or other such entity (see [IDA 551](#), Liquor Licenses for Campus Facilities). Only the Vice Chancellor-Student Affairs and the Associate Vice Chancellor-Auxiliary Services and Business Enterprises are authorized to submit directly to the California Department of Alcoholic Beverage Control (ABC) statements on behalf of organizations applying for licenses to sell liquor on University-owned campus premises.
 - e. **Pricing:** The price of alcohol sold at Events must be lower than the alcohol's purchase price or at a level to encourage excessive consumption. Donated alcoholic beverages may not be sold for profit.
4. **Advertising:** No [Event](#) where alcohol will be served may be advertised, promoted or offered to the public or to the University community as an event where alcoholic beverages will be served. This includes:
 - a. Language such as:
 - wine and cheese reception

- champagne toast
- beer garden
- event with free wine
- dinner with alcohol included
- BYOB (bring your own booze/beer/bottle)
- references to any form of drinking contest (such as beer pong, king's cup, or flip cup); and

b. pictures or symbols implying the presence of alcohol at an event.

E. Support from Alcoholic Beverages Manufacturers and Distributors

1. All alcohol-related sponsorship agreements must be reviewed and approved by the [Director, Campus Assets](#).
2. If a donation has been made to support a program, the name of an alcoholic beverage manufacturer or distributor must not be connected to the name of the event itself, but may be listed as a contributor (see [Sec. 700-20: Policy on Use of University Name and Seals, Campus Names and Seal and Trademarks](#)).
3. University property may not be used for commercial purposes except to the extent that the event complements services or programs supporting the University's mission (see [Sec. 900-10: Policy on Use and Scheduling of UC Irvine Properties](#)).

F. Liability and Consequences of Noncompliance

1. Failure to abide by applicable regulations covering the possession, serving and selling of alcoholic beverages can create personal and organizational liability. [Sponsoring Organizations](#) should be aware of their exposure to legal risk when violations of alcoholic beverage laws are permitted at their [Events](#).
2. UCI Police, Risk Services, the Vice Chancellor-Student Affairs, and other officials responsible for ensuring compliance with University policies may recommend consequences for noncompliance. A Sponsoring Organization or individual found in violation of this policy:
 - a. May be held responsible for any costs incurred by the University due to non-compliance and may be required to pay fines when recommended by University officials and appropriate legal authorities.

- b. May have future Events cancelled and the Sponsoring Organization or individual restricted from serving alcoholic beverages on UCI premises for a designated period of time.
- c. May have their Event Requests denied if previous Events held by the Sponsoring Organization or individual have required repeated Police assistance to control participants, violated any regulations governing the conduct of non-affiliates on UCI premises, or presented situations that the University considered unsafe or unmanageable with reasonable University resources.

3. POLICIES APPLYING TO CAMPUS ACTIVITIES, ORGANIZATIONS AND STUDENTS
(PACAOS, UC SEC. 100.00)

<https://policy.ucop.edu/doc/2710530/PACAOS-100>



Policies Applying to Campus Activities, Organizations and Students (PACAOS)

100.00 Policy on Student Conduct and Discipline

Responsible Officer:	Vice President and Vice Provost
Responsible Office:	Graduate, Undergraduate and Equity Affairs
Issuance Date:	2/20/2024
Effective Date:	2/20/2024
Scope:	Consistent with PACAOS 12.00, these Policies and the campus regulations implementing them apply to all campuses and properties of the University and to functions administered by the University, unless in special circumstances the President directs otherwise.

Contact:	Eric Heng
Title:	Director, Student Policies & Governance
Email:	Eric.Heng@ucop.edu
Phone:	(510) 987- 0239

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I. POLICY SUMMARY

The *Policies Applying to Campus Activities, Organizations and Students* are a compendium of Universitywide policies relating to student life. Section 100.00 describes the University’s policy on student conduct and discipline.

When a formal investigation is deemed appropriate for cases involving reports of Sexual

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Violence, Sexual Harassment or other prohibited conduct by the UC Policy on Sexual Violence and Sexual Harassment, campuses shall implement the procedures set forth in PACAOS Appendix E: Sexual Violence and Sexual Harassment Student Adjudication Framework for Non-DOE-Covered Conduct or PACAOS Appendix F: Sexual Violence and Sexual Harassment Student Adjudication for DOE-Covered Conduct. Campuses may also apply PACAOS Appendix E or PACAOS Appendix F to adjudicate student conduct violations that occur in connection with violations of sexual violence and sexual harassment.

For cases involving harassment or other prohibited conduct by the University of California Anti-Discrimination Policy, campuses shall implement the procedures set forth in the [University of California Anti-Discrimination Policy](#).

II. DEFINITIONS

Definitions for the *Policies Applying to Campus Activities, Organizations and Students*, and the campus implementing regulations adopted pursuant to them, are provided in Section 14.00.

III. POLICY TEXT

100.00 Policy on Student Conduct and Discipline

101.00 STUDENT CONDUCT

Students are members of both society and the University community, with attendant rights and responsibilities. Students are expected to comply with all laws and with University policies and campus regulations.

The standards of conduct apply to students as the term 'student' is defined in Section 14.40 of these *Policies*. They also apply to: applicants who become students, for offenses committed as part of the application process; applicants who become students, for offenses committed on campus and/or while participating in University-related events or activities that take place following a student's submittal of the application through his or her official enrollment; and former students for offenses committed while a student.

If specified in implementing campus regulations, these standards of conduct may apply to conduct that occurs off campus and that would violate student conduct and discipline policies or regulations if the conduct occurred on campus.

102.00 GROUNDS FOR DISCIPLINE

Chancellors may impose discipline for the commission or attempted commission (including aiding or abetting in the commission or attempted commission) of the following types of violations by students, as well as such other violations as may be specified in campus regulations:

102.01

All forms of academic misconduct including but not limited to cheating, fabrication,

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plagiarism, or facilitating academic dishonesty.

102.02

Other forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the University.

102.03

Forgery, alteration, or misuse of any University document, record, key, electronic device, or identification.

102.04

Theft of, conversion of, destruction of, or damage to any property of the University, or any property of others while on University premises, or possession of any property when the student had knowledge or reasonably should have had knowledge that it was stolen.

102.05

Theft or abuse of University computers and other University electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include (but are not limited to) unauthorized entry, use, transfer, or tampering with the communications of others; interference with the work of others and with the operation of computer and electronic communications facilities, systems, and services; or copyright infringement (for example, the illegal file-sharing of copyrighted materials).

Use of University computer and electronic communications facilities, systems, or services that violates other University policies or campus regulations.

Please refer to the [UC Electronic Communications Policy](http://www.ucop.edu/ucophome/policies/ec/) (<http://www.ucop.edu/ucophome/policies/ec/>) and [Digital Copyright Protection](http://www.ucop.edu/irc/policy/copyright.html) at UC (<http://www.ucop.edu/irc/policy/copyright.html>) for the University's position on digital copyright.

102.06

Unauthorized entry to, possession of, receipt of, or use of any University services; equipment; resources; or properties, including the University's name, insignia, or seal.

102.07

Violation of policies, regulations, or rules governing University-owned, -operated, or -leased housing facilities or other housing facilities located on University property.

102.08

Physical abuse including but not limited to physical assault; threats of violence; or other conduct that threatens the health or safety of any person.

Sexual Violence (including Sexual Assault – Penetration, Sexual Assault – Contact and Relationship Violence) is defined by the University of California [Policy on Sexual Violence and Sexual Harassment](#). Please refer to 102.26.

102.09

Harassment, defined as conduct that is so severe and/or pervasive, and objectively

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offensive, and that so substantially impairs a person's access to University programs or activities that the person is effectively denied equal access to the University's resources and opportunities.

Harassment based on a protected category is defined by the University of California Anti-Discrimination Policy. Pursuant to section 104.90, sanctions may be enhanced for conduct motivated on the basis of the protected categories defined in the [University of California Anti-Discrimination Policy](#). Please refer to 102.27.

Sexual Harassment is defined by the University of California [Policy on Sexual Violence and Sexual Harassment](#). Please refer to 102.26.

102.10

Stalking behavior in which a student repeatedly engages in a course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her family; where the threat is reasonably determined by the University to seriously alarm, torment, or terrorize the person; and where the threat is additionally determined by the University to serve no legitimate purpose.

Stalking of a sex-based nature is defined by the University of California [Policy on Sexual Violence and Sexual Harassment](#). Please refer to 102.26.

102.11

(deleted on October 9, 2009: see

<http://www.ucop.edu/ucophome/coordrev/policy/pacaos10209.pdf>)

102.12

Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace resulting in psychological harm to any student or other person.

102.13

Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other University activities.

102.14

Disorderly or lewd conduct.

102.15

Participation in a disturbance of the peace or unlawful assembly.

102.16

Failure to identify oneself to, or comply with the directions of, a University official or other public official acting in the performance of his or her duties while on University property or at official University functions; or resisting or obstructing such University or other public officials in the performance of or the attempt to perform their duties.

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102.17

Unlawful manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of controlled substances, identified in federal and state law or regulations.

102.18

Manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, University policy or campus regulations.

102.19

Possession, use, storage, or manufacture of explosives, firebombs, or other destructive devices.

102.20

Possession, use, or manufacture of a firearm or other weapon as prohibited by campus regulations.

102.21

Violation of the conditions contained in the terms of a disciplinary action imposed under these *Policies* or campus regulations.

102.22

Violation of the conditions contained in a written Notice of Emergency Suspension issued pursuant to Section 53.00 of these *Policies* or violation of orders issued pursuant to Section 52.00 of these *Policies*, during a declared state of emergency.

102.23

Selling, preparing, or distributing for any commercial purpose course lecture notes or video or audio recordings of any course unless authorized by the University in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a student is a violation of these *Policies* whether or not it was the student or someone else who prepared the notes or recordings.

Copying for any commercial purpose handouts, readers or other course materials provided by an instructor as part of a University of California course unless authorized by the University in advance and explicitly permitted by the course instructor or the copyright holder in writing (if the instructor is not the copyright holder).

102.24

Conduct, where the actor means to communicate a serious expression of intent to terrorize, or acts in reckless disregard of the risk of terrorizing, one or more University students, faculty, or staff. 'Terrorize' means to cause a reasonable person to fear bodily harm or death, perpetrated by the actor or those acting under his/her control. 'Reckless disregard' means consciously disregarding a substantial risk. This section applies without regard to whether the conduct is motivated by race, ethnicity, personal animosity, or other reasons. This section does not apply to conduct that constitutes the lawful defense of oneself, of another, or of property.

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102.25

Making a video recording, audio recording, taking photographs, or streaming audio/video of any person in a location where the person has a reasonable expectation of privacy, without that person's knowledge and express consent.

Looking through a hole or opening, into, or otherwise viewing, by means of any instrumentality, the interior of a private location without the subject's knowledge and express consent.

Making a video recording, audio recording, or streaming audio/video of private, non- public conversations and/or meetings, without the knowledge and express consent of all recorded parties.

These provisions do not extend to public events or discussions, nor to lawful official law or policy enforcement activities. These provisions may not be utilized to impinge upon the lawful exercise of constitutionally protected rights of freedom of speech or assembly.

Definitions

"Express consent" is clear, unmistakable and voluntary consent that may be in written, oral or nonverbal form.

"Private locations" are settings where the person reasonably expected privacy. For example, in most cases the following are considered private locations: residential living quarters, bathrooms, locker rooms, and personal offices.

"Private, non-public conversations and/or meetings" include any communication carried on in circumstances that reasonably indicate that any party wants the communication to be confined to the parties, but excludes a communication made in a public gathering, or in any other circumstance in which the parties to the communication may reasonably expect that the communication may be overheard or recorded.

Invasions of Sexual Privacy are defined by the University of California [Policy on Sexual Violence and Sexual Harassment](#). Please refer to 102.26.

102.26

Violation of the University of California Policy on Sexual Violence and Sexual Harassment.

102.27

Violation of the [University of California Anti-Discrimination Policy](#).

103.00 STUDENT DISCIPLINE PROCEDURES

103.10 Procedural Due Process

Procedural due process is basic to the proper enforcement of University policies and campus regulations. Chancellors shall establish and publish campus regulations providing for the handling of student conduct cases in accordance with basic standards of procedural due process. Consistent with this requirement, procedures specified in such regulations shall be appropriate to the nature of the case and the severity of the potential discipline.

103.11

When a formal hearing is deemed to be appropriate for fact finding, campus implementing

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regulations shall provide the following minimum procedural standards to assure the accused student a fair hearing:

- a. Written notice, including a brief statement of the factual basis of the charges, the University policies or campus regulations allegedly violated, and the time and place of the hearing, within a reasonable time before the hearing;
- b. The opportunity for a prompt and fair hearing where the University shall bear the burden of proof, and at which the student shall have the opportunity to present documents and witnesses and to confront and cross-examine witnesses presented by the University; no inference shall be drawn from the silence of the accused;
- c. A record of the hearing; an expeditious written decision based upon the preponderance of evidence, that shall be accompanied by a written summary of the findings of fact; and
- d. An appeals process.

103.12

When a formal investigation is deemed appropriate for cases involving reports of Sexual Violence, Sexual Harassment or other prohibited conduct by the UC Policy on Sexual Violence and Sexual Harassment, campuses shall implement the procedures set forth in PACAOS Appendix E: Sexual Violence and Sexual Harassment Student Adjudication Framework for Non-DOE-Covered Conduct or PACAOS Appendix F: Sexual Violence and Sexual Harassment Student Adjudication for DOE-Covered Conduct.

103.13

For cases involving harassment or other prohibited conduct by the University of California Anti-Discrimination Policy, campuses shall implement the procedures set forth in the University of California Anti-Discrimination Policy.

104.00 ADMINISTRATION OF STUDENT DISCIPLINE

104.10

Chancellors may impose discipline for violations of University policies or campus regulations whether or not such violations are also violations of law, and whether or not proceedings are or have been pending in the courts involving the same acts.

104.20

Each Chancellor may appoint faculty, student, or other advisory committees, or hearing officers, as specified in campus regulations, but the final authority for administration of student discipline rests with the Chancellor.

104.30

A student, as defined in Section 14.40 of these *Policies*, at one campus of the University, who is accused of violation of University policies or campus regulations on another campus of the University or at an official function of that campus, shall be subject to the disciplinary procedures of either the former or the latter campus as an outcome of conferral between designees of both campuses. The imposition of any recommendations for disciplinary

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sanctions arising from these procedures must be reviewed and approved by both campuses before the sanctions are imposed.

104.31

If an alleged violation of University policies occurs in connection with an official Universitywide function not on a campus, the student accused of the violation shall be subject to the disciplinary procedures of the campus at which the individual is a student, except in those cases in which the President directs otherwise.

104.40

The loss of University employment shall not be a form of discipline under these *Policies*. However, when student status is a condition of employment, the loss of student status will result in termination of the student's employment. This section is not intended to preclude the disclosure to other appropriate University officials of information relating to any student's judicial records if that information may be reasonably construed to have bearing on the student's suitability for a specific employment situation. This section is also not intended to preclude an employer from terminating a student's employment outside the disciplinary process.

104.50

In imposing discipline other than Suspension or Dismissal, access to housing and health services shall not be restricted unless the act that occasioned the discipline is appropriately related to the restriction.

104.60

If as a result of an official campus appeal it is determined that the student was improperly disciplined, the Chancellor shall, if requested by the student, have the record of the hearing sealed, and have any reference to the disciplinary process removed from the student's record. In such case, the record of the hearing may be used only in connection with legal proceedings. The Chancellor also may take other reasonable actions to ensure that the status of the student's relationship to the University shall not be adversely affected.

104.70 [Rescinded – January 1, 2015]

104.71 [Rescinded October 13, 2005]

104.80

Whether or not a hearing is conducted, campuses may provide written notice to a student that his or her alleged behavior may have violated University policy or campus regulations and that, if repeated, such behavior will be subject to the disciplinary process. Evidence of the prior alleged behavior as detailed in the written notice may be introduced in a subsequent disciplinary action in order to enhance the penalty.

104.81

Campuses may set forth in campus implementing regulations, policies for placing holds on requests for transcripts, diplomas, or other student records. Such holds may be placed when a student fails to respond to a campuses' written notice of charges or to prevent a student from transferring or having their degree conferred until all allegations against a

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student or any assigned sanctions and student disciplinary conditions have been fully resolved. Such campus implementing regulations will include processes for notifying the student of the hold, the conditions in which a hold will be removed, and the process for allowing the student to request the removal of the hold.

104.90

Sanctions [for any violations of Section 102.00, Grounds for Discipline] may be enhanced where an individual was selected because of the individual's membership or perceived membership in any of the protected categories defined by the University of California Anti-Discrimination Policy.

105.00 TYPES OF STUDENT DISCIPLINARY ACTION

When a student is found in violation of University policies or campus regulations, any of the following types of student disciplinary action may be imposed. Any sanction imposed should be appropriate to the violation, taking into consideration the context and seriousness of the violation.

105.01 Warning/Censure:

Written notice or reprimand to the student that a violation of specified University policies or campus regulations has occurred and that continued or repeated violations of University policies or campus regulations may be cause for further disciplinary action, normally in the form of Disciplinary Probation, and/or Loss of Privileges and Exclusion from Activities, Suspension, or Dismissal.

105.02 [Rescinded May 17, 2002]

105.03 Disciplinary Probation:

A status imposed for a specified period of time during which a student must demonstrate conduct that conforms to University standards of conduct.

Conditions restricting the student's privileges or eligibility for activities may be imposed. Misconduct during the probationary period or violation of any conditions of the probation may result in further disciplinary action, normally in the form of Suspension or Dismissal.

105.04 Loss of Privileges and Exclusion from Activities:

Exclusion from participation in designated privileges and activities for a specified period of time. Violation of any conditions in the written Notice of Loss of Privileges and Exclusion from Activities, or violation of University policies or campus regulations during the period of the sanction may be cause for further disciplinary action, normally in the form of Probation, Suspension or Dismissal.

105.05 Suspension:

Termination of student status for a specified period of time with reinstatement thereafter certain, provided that the student has complied with all conditions imposed as part of the suspension and provided that the student is otherwise qualified for reinstatement. Violation of the conditions of Suspension or of University policies or campus regulations during the period of Suspension may be cause for further disciplinary action, normally in the form of Dismissal.

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A student may not transfer or register for courses at another campus or location of the University of California during the period of Suspension.

105.06 Dismissal:

Termination of student status for an indefinite period. Readmission to the University shall require the specific approval of the Chancellor of the campus to which a dismissed student has applied. Readmission after dismissal may be granted only under exceptional circumstances.

105.07 Exclusion from Areas of the Campus or from Official University Functions:

Exclusion of a student as part of a disciplinary sanction from specified areas of the campus or other University-owned, -operated, or -leased facilities, or other facilities located on University property, or from official University functions, when there is reasonable cause for the University to believe that the student's presence there will lead to physical abuse, threats of violence, or conduct that threatens the health or safety of any person on University property or at official University functions, or other disruptive activity incompatible with the orderly operation of the campus.

105.08 Interim Suspension:

Exclusion from classes, or from other specified activities or areas of the campus, as set forth in the Notice of Interim Suspension, before final determination of an alleged violation. A student shall be restricted only to the minimum extent necessary when there is reasonable cause to believe that the student's participation in University activities or presence at specified areas of the campus will lead to physical abuse, threats of violence, or conduct that threatens the health or safety of any person on University property or at official University functions, or other disruptive activity incompatible with the orderly operation of the campus. A student placed on Interim Suspension shall be given prompt notice of the charges, the duration of the Interim Suspension, and the opportunity for a prompt hearing on the Interim Suspension. Interim Suspension shall be reviewed by the Chancellor within twenty-four hours. If a student is found to have been unjustifiably placed on Interim Suspension, the University is committed to a policy whereby reasonable efforts are taken to assist an individual who has been disadvantaged with respect to employment or academic status.

105.09 Restitution:

A requirement for restitution in the form of reimbursement may be imposed for expenses incurred by the University or other parties resulting from a violation of these policies. Such reimbursement may take the form of monetary payment or appropriate service to repair or otherwise compensate for damages. Restitution may be imposed on any student who alone, or through group or concerted activities, participates in causing the damages or costs.

105.10 Revocation of Awarding of Degree:

Subject to the concurrence of the Academic Senate, revocation of a degree obtained by fraud. Such revocation is subject to review on appeal by the Chancellor.

University of California – Policy PACAOS-100
Policy on Student Conduct and Discipline

105.11 Other:

Other disciplinary actions, such as monetary fines, community service, or holds on requests for transcripts, diplomas, or other student records to be sent to third parties, as set forth in campus regulations.

106.00 POSTING SUSPENSION OR DISMISSAL ON ACADEMIC TRANSCRIPTS

When, as a result of violations of the Policy on Student Conduct and Discipline, a student is suspended or dismissed, a notation that the discipline was imposed must be posted on the academic transcript for the duration of the suspension or dismissal. Thereafter, notations of Suspension or Dismissal reflected on a student's transcript may be removed as set forth in campus regulations.

IV. COMPLIANCE/RESPONSIBILITIES

Chancellors shall adopt campus implementing regulations consistent with these *Policies*. The University shall publish these *Policies* and make them widely available, and Chancellors shall do the same with respect to the implementing regulations for their campuses. This requirement may be satisfied through the on-line publication of these *Policies* and their respective campus implementing regulations. (See also Section 13.20 of these *Policies*.)

V. PROCEDURES

The President shall consult as appropriate with Chancellors, Vice Presidents, the Office of the General Counsel, and Universitywide advisory committees prior to amending these *Policies*. Chancellors shall consult with faculty, students, and staff prior to submitting to the President any campus recommendations related to proposed amendments to these *Policies*. Amendments that are specifically mandated by law, however, do not require consultation with campus representatives or Universitywide advisory committees to the extent that legal requirements do not permit such consultation. (See also Section 13.10 of these *Policies*.)

Chancellors shall consult with students (including student governments), faculty, and staff in the development or revision of campus implementing regulations except when the development or revision of such regulations results from changes to these *Policies* that have been specifically mandated by law. Campuses shall specify procedures, including consultation processes, by which campus implementing regulations may be developed or revised. (See also Section 13.30 of these *Policies*.)

Prior to their adoption, all proposed campus implementing regulations, including all substantive modifications to existing such regulations, shall be submitted to the Office of the President for review, in consultation with the Office of the General Counsel, for consistency with these *Policies* and the law. (See also Section 13.40 of these *Policies*.)

VI. RELATED INFORMATION

See also *Policies Applying to Campus Activities, Organizations and Students* sections:

University of California – Policy PACAOS-100
Policy on Student Conduct and Discipline

- 10.00 Preamble and General Provisions
- 11.00 Authority
- 12.00 Applicability
- 13.00 Development and Review of Universitywide Policies and Campus Implementing Regulations
- 14.00 Definitions

See also the University of California [Policy on Sexual Violence and Sexual Harassment](#)

See also the [University of California Anti-Discrimination Policy](#)

VII. FREQUENTLY ASKED QUESTIONS

Not applicable

VIII. REVISION HISTORY

February 20, 2024: Updated to reflect the issuance of the University of California Anti-Discrimination Policy.

August 14, 2020: Updated to reflect the issuance of PACAOS Appendix F: Sexual Violence and Sexual Harassment Student Adjudication for DOE-Covered Conduct in response to the U.S. Department of Education Title IX regulations issued on May 6, 2020.

March 1, 2019: This Policy was also remediated to meet Web Content Accessibility Guidelines (WCAG) 2.0.

PACAOS 100.00 Revisions include:

- Clarification that campuses shall implement the procedures set forth in Appendix E, when a formal investigation is deemed appropriate for cases involving reports of
- Sexual Violence, Sexual Harassment or other conduct prohibited by the UC Policy on Sexual Violence and Sexual Harassment;
- Addition of direct references of defined prohibited conduct under UC Policy on Sexual Violence and Sexual Harassment;
- Addition of 102.26 (violations of the *SVSH Policy*) as prohibited conduct under the Policy on Student Conduct and Discipline;
- Addition of 104.81, allowing campuses to set forth campus regulations for placing holds on requests for transcripts, diplomas and other student records; and
- Modification to 105.05 Suspension, to prohibit a student from transferring or registering for courses at another UC campus or location during the period of Suspension.

December 23, 2015: Revised December 23, 2015 to come into line with revised UC Policy on Sexual Harassment and Sexual Violence

June 1, 2012: Reformatted into the standard University of California policy template

University of California – Policy PACAOS-100
Policy on Student Conduct and Discipline

May 10, 2012: Revised (Replaced interim 102.09 and added 102.25)

February 23, 2011: Revised (Added Section 102.24 and Section 104.90)

October 9, 2009: Revised (102.09 and 102.11 replaced with a single interim 102.09)

October 20, 2008: Revised (102.05)

October 13, 2005: Revised (104.71 Rescinded)

July 28, 2004: Revised

May 17, 2002: Revised

August 15, 1994: Revised

October 31, 1983: Revised

July 21, 1978: Revised

January 3, 1979: Effective

October 29, 1973: Revised

September 1, 1970: Original issuance

4. UNDERGRADUATE HOUSING POLICIES

<https://housing.uci.edu/policies/undergraduate/>

Note: All the below text is copied directly from the link above. The three links in the below do not work. To view those three pdf documents, the reader will need to go to the url immediately above, and locate the links within it, then click on them from there.

Undergraduate Housing Policies Frequently Referenced Policies

P.01 Alcohol

The fundamental purpose of this University community is a dedication to excellence in teaching, research, and public service. Alcohol abuse and the resulting consequences have a significant negative impact on campus life and individual clarity of thought, verbal and perceptual acuity, and mental alertness. Members and guests of the community are expected to take responsibility for their drinking behavior and for the consequences of alcohol consumption. The University is obligated to outline behavioral expectations of students, staff, faculty, and off-campus guests who (by permit or otherwise) use alcohol on University properties, or in conjunction with events sponsored by University departments, schools or programs. The well-being of individuals of the University community is paramount. The priority is to ensure that students receive prompt medical attention for any health or safety emergency (alcohol or drug intoxication, physical violence, etc.) and to ensure there are no impediments to reporting incidents. If an individual is so intoxicated or drugged that they are unable to be awakened or care for themselves, letting that person “sleep it off” is not a reasonable alternative to getting them necessary medical help.

UC Irvine and Student Housing comply with the laws of the State of California. Important parts of those are summarized below:

No person may sell, furnish, or give any alcoholic beverage to a person under the age of 21, and no person under the age of 21 may purchase alcoholic beverages. (Reference: California Alcoholic Beverage Control Act, Section 25658). Refer to [CABC Act section codes](#).

It is unlawful for a person under the age of 21 to possess alcoholic beverages on any street or highway or in any public place or in any place open to public view. (Reference: California Alcoholic Beverage Control Act, Section 25662). Refer to [CABC Act section codes](#).

Student Housing further specifies:

1. ELIGIBLE AGE

All residents and their guests must be 21 years of age to possess, transport, store or consume alcohol. Storage of alcohol in a room where a minor resides is prohibited in all residential facilities.

2. PRIVATE USE

Students who are 21 or older may consume alcohol within the privacy of their own room. All individuals present where there are open alcohol containers must be at least 21 years of age, and room doors must be closed. Any person under 21 may not consume alcohol (residents and guests). In all cases, all those present must adhere to housing policies governing noise and other common courtesies. Alcohol consumption is not permitted in any public areas within Undergraduate Housing.

3. ALCOHOL PERMITS

No alcohol permits will be issued to UC Irvine students for events that occur in undergraduate housing facilities.

4. OPEN OR CLOSED CONTAINERS

No one, regardless of age, may have an open or closed container of alcohol (e.g., can, bottle, cup, cases/boxes, empty or with contents) in a public area (including grounds, parking lots, patios/balconies, and assigned residential spaces with doors open) at any time. A public place is anywhere other than a closed residence hall room, house

bedroom.

5. COMMON SOURCES OF ALCOHOL

Kegs (including those which are empty or untapped), bulk sources of alcohol, distribution, methods of mass consumption, and games that facilitate the drinking of alcohol are also not permitted in Undergraduate Housing, regardless of the resident's and guest's age. Alcohol may not be manufactured or produced in any of the residential communities.

6. DISPOSAL OF ALCOHOL

When instructed by a staff member, residents must dispose of alcoholic beverages if the possession of the beverages is a violation of State law or University and Housing policies. Refusal to dispose of alcohol will be considered a violation of Housing Policies.

7. GROUP ACTIVITIES

Group events or activities that include alcohol use are not permitted in any public areas within UC Irvine Undergraduate Housing communities. Drinking games or simulated drinking games are prohibited. This includes, but is not limited to beer pong, water pong (or another beverage), flip cups, quarters, and other variants. Items used for drinking games or other activities that encourage the excessive or rapid consumption of alcohol are not allowed (beer pong tables, beer bong, funnels, etc.)

8. BEHAVIOR WHILE UNDER THE INFLUENCE

Students are responsible for their behavior and that of their guests at all times. The inability to exercise care for university property or property of others, one's own safety or the safety of others due in whole or part to alcohol consumption is considered a violation of policy.

P.15 Drugs/Controlled Substances

Drug/controlled substance abuse and the resulting consequences have a significant negative impact on campus life and mar individual clarity of thought, verbal and perceptual acuity, and mental alertness. Members and guests of the community are expected to take responsibility for their behavior and for the consequences of drug/controlled substance use. The well-being of individuals of the University community is paramount. The priority is to ensure that students receive prompt medical attention for any health or safety emergency (alcohol or drug intoxication, physical violence, etc.) and to ensure there are no impediments to reporting incidents.

- Federal law, California State Law, and University policies prohibit the unlawful possession, solicitation, procurement, sale, consumption, or manufacture of drugs/controlled substances.
- Being in the presence of controlled substances, with or without objective signs of being under the influence, is prohibited.
- The possession and/or use of drug paraphernalia is prohibited in or around all residential facilities.
- Students are responsible for their behavior at all times. The inability to exercise care for University property or property of others, one's own safety or the safety of others due in whole or part to drug or controlled substance use is considered a violation of policy.
- The use of any prescribed medication, over the counter drugs, and other controlled substances in an abusive or recreational manner is prohibited. Prescription medication may only be used or possessed by the person to whom it is prescribed.
- Cannabis products, in any form are prohibited.
- Tobacco products, e-cigs, vapes, etc. are prohibited on any UC Irvine property. Please refer to [Smoke and Tobacco Free Environment Policy](#) and [UC Irvine Administrative Policies and Procedures](#).

P.37 Smoking

Smoking of any kind is not permitted within any Student Housing communities. In accordance with the University of California Tobacco-Free policy, the use of tobacco products, including cigarettes, cigars and smokeless tobacco, as well as electronic cigarettes, vapes, and hookas are prohibited on campus and in Student Housing. Marijuana and marijuana products, including marijuana for medical use, is specifically prohibited. There are no designated smoking areas. Refer to [UC Smoke and Tobacco Free Environment Policy](#).

5. GRADUATE AND FAMILY HOUSING POLICIES

<https://bpb-us-e2.wpmucdn.com/sites.uci.edu/dist/8/4424/files/2024/04/GFH-Policies-2023-24-22c361d749c0e245.pdf>

Note: Sections below are excerpted from the above url showing the graduate and family housing policies in booklet form:

Alcohol Possession

All Graduate and Family Housing apartments are the property of the University of California, therefore, the University's rules, regulations, and policies are applicable.

Drugs

Federal law, state law, and University policy prohibit the solicitation, procurement, sale, or manufacture of narcotics or controlled substances except as expressly permitted by law. Any person known or suspected to be in possession, using, or distributing drugs, including medicinal marijuana, is subject to disciplinary action and criminal action under state and/or federal law. Possession or use of illegal drugs will result in review of residency per the Housing Agreement. Any resident involved in drug trafficking will be evicted immediately.

Smoking

Student Housing, as well as UC Irvine, is designated as "smoke free". Smoking and tobacco products are not permitted on campus or other UC Irvine properties, including UCI Graduate and Family Housing. Residents and their guests are not permitted to smoke or use tobacco products within individual units, in common areas, or throughout the grounds. This includes all hallways, lobbies, garages, parking lots, walkways, and all exterior grounds. [Read the full UC Smoke and Tobacco Free Environment Policy](#)

6. UNIVERSITY OF CALIFORNIA SMOKE AND TOBACCO FREE ENVIRONMENT

<https://policy.ucop.edu/doc/4000371/SmokingPolicy>



Smoke and Tobacco Free Environment

Responsible Officer:	Chief Risk Officer
Responsible Office:	RK – Risk / EH&S
Issuance Date:	5/11/2021
Effective Date:	5/11/2021
Last Review Date:	4/21/2021
Scope:	UC students, staff, academic appointees, visitors, patients, contractors, and volunteers. This Policy does not apply to Lawrence Berkeley National Laboratory.

Contact:	Ken Smith
Title:	EH&S Executive Director
Email:	Ken.Smith@ucop.edu
Phone:	(510) 987-0170

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I. POLICY SUMMARY

As a public institution of higher education with units that research and treat the effects of smoking, tobacco and marijuana use, the University of California (UC) recognizes its responsibility to exercise leadership in the promotion of a healthy, smoke/tobacco-free environment for all students, academic appointees, staff, and visitors. This Presidential Policy and associated procedures are intended to provide a healthier, safer, and more productive work and learning environment for the entire UC community.

University of California – Smoke and Tobacco Free Environment Policy
Smoke and Tobacco Free Environment

II. DEFINITIONS

Executive Officers of University Locations: Chancellors, Medical Center Chief Executive Officers, Vice President of Agriculture and Natural Resources, and the Executive Vice President & Chief Operating Officer of the Office of the President.

Marijuana: All parts of the plant *Cannabis sativa L.*, whether growing or not, with a delta-9-tetrahydrocannabinol concentration of more than 0.3 percent on a dry weight basis; the seeds thereof; the resin extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds or resin. Such term does not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination.

Members of the UC Community: Academic appointees, staff, students, volunteers, contractors, patients, visitors, and anyone else at any University location.

Smoke or Smoking: The act of inhaling, exhaling, burning, or carrying of any lighted or heated plant product intended for inhalation, whether natural or synthetic, including tobacco and marijuana. This includes the use of any electronic smoking device that creates an aerosol or a vapor in any manner or in any form or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

Smoke/Tobacco-Free: The attainment of no smoking, no use of smokeless tobacco products, no use of nicotine products not regulated by the U.S. Food and Drug Administration (FDA) to help individuals who use tobacco to quit, no use of electronic smoking devices (e.g., electronic cigarettes), no smoking or vaping of marijuana, and no smoking of other plant-based products at all University locations.

Tobacco or Tobacco Product: Any one of the following:

- A product containing, made, or derived from the leaves of the genus *Nicotiana* or from synthetic nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, shisha, pipe tobacco, snuff, and all other forms of smokeless and oral tobacco.
- An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, cigars, pipes, hookahs, and electronic smoking devices (e.g., electronic cigarettes).
- Any component, part, or accessory of a tobacco product, whether or not sold separately.

Tobacco product does not include a product that has been approved by the FDA for sale as a tobacco cessation product marketed and sold solely for such an approved purpose.

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Smoke and Tobacco Free Environment

University Controlled Property: Any property or building that is owned or leased by the University and any location to which the University controls access, except Lawrence Berkeley National Laboratory.

University Location: Locations include, but are not limited to, the University of California Campuses, Medical Centers, Division of Agriculture and Natural Resources (ANR), and the Office of the President.

Use: Smoking, heating, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means.

III. POLICY TEXT

The University of California prohibits smoking and tobacco use at all University controlled properties.

In a [letter dated January 9, 2012](#), President Yudof announced to all Chancellors that UC, as a national leader in healthcare and environmental practices, would be smoke and tobacco-free effective January 2, 2014. This announcement covered all University controlled properties. In the announcement, each University location was charged with developing location-specific procedures to implement the smoke and tobacco-free directive.

This Policy applies to all members of the UC community. Effective implementation depends on the respect and cooperation of all members of the University community, all of whom have a collective responsibility to promote the safety and health of the UC campus and medical center communities.

In an ongoing effort to enhance awareness and encourage a culture of compliance, members of the UC community are encouraged to respectfully inform others about the Policy.

IV. COMPLIANCE/RESPONSIBILITIES

All members of the UC community at University locations are expected to adhere to this Policy and to the required procedures described in this Policy.

Executive Officers of University locations, or their designee, have the authority to develop procedures and supplementary information to support and enforce the implementation of this Policy.

- It is the responsibility of Supervisors and Managers, as well as Deans, Directors, and Department Heads, to communicate this Policy to their employees and volunteers and for event organizers to communicate this to event attendees.
- In addition, visitors, guests, volunteers, trainees, vendors, contractors, and supplemental staff employed through contract agencies must be made aware of and are expected to adhere to this Smoke and Tobacco-free Policy.
- A comprehensive education and outreach campaign, including resources and referrals for cessation will be made available.

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Noncompliance with the Policy is handled in accordance with Personnel Policies for Staff Members (PPSM) policies 62-64 pertaining to disciplinary actions; Academic Personnel Manual (APM) 015-016 pertaining to the Faculty Code of Conduct and administration of discipline; APM 140 and 150 pertaining to Non-Senate Academic Appointees; and University location-specific policies for students through Student Conduct offices.

Through the authority provided in California Government Code 7597.1, the governing body of the University of California has the authority, in establishing a policy for smoking and tobacco use, to set enforcement standards at University locations. Each University location has the authority to establish fines for violations of this Policy, but such fines must not exceed \$100.00 per violation. At minimum, Executive Officers of University locations should consult with Campus Counsel and UCPD before proposing any enforcement standard that establishes a fine.

There will be no reprisal against anyone seeking assistance in enforcing this Policy.

V. PROCEDURES

Each University location shall develop a local implementing procedure for this Policy that includes all of the following minimum requirements:

- a. Smoking and tobacco use are strictly prohibited in indoor and outdoor spaces, including parking lots.
- b. The procedure must apply to all University controlled properties, whether owned or leased.
 - i. For property acquired or received by gift or bequest after the effective date of this Policy, the provisions of this Policy must apply 30 days following the date of such acquisition or receipt, if the property is then unoccupied; or if the property is occupied at the time of acquisition or receipt, 30 days following the expiration of such preexisting occupancy agreement.
- c. The sale and advertising of tobacco products and marijuana is prohibited at all University controlled properties.
- d. The implementing procedure must apply to all members of the UC community as defined in this Policy.
- e. Enforcement should be primarily educational with an emphasis on cessation resources.

Exemptions:

1. The following exemptions are allowed under this Policy and in local policies and procedures:
 - a. Smoking and/or tobacco use for traditional ceremonial activities of recognized cultural and/or religious groups, upon written request and written approval, as specified by local procedures

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- b. Research involving tobacco and marijuana upon request and written pre-approval, as specified by local procedures.

VI. RELATED INFORMATION

- University Smoke-Free Policy Proposal
(http://www.ucop.edu/risk-services/files/smoke-free_policy.pdf)
- President Yudof Letter of 01/09/12 to the UC Chancellors
(<http://www.ucop.edu/risk-services/files/chancellors-smokefree-policy010912.pdf>)
- California Government Code 7597.1
http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=7597.1&lawCode=GOV
- UC Guidance on the use and possession of marijuana on UC property
<http://www.ucop.edu/marijuana-and-drug-policy/>
- UC Research Policy Analysis and Coordination website with information on cannabis and hemp research: <https://www.ucop.edu/research-policy-analysis-coordination/policies-guidance/cannabis/index.html>
- BUS-50 Controlled Substance Policy <https://policy.ucop.edu/doc/3520503/BFB-BUS-50>

Personnel Policies for Staff Members <https://policy.ucop.edu/manuals/personnel-policies-for-staff-members.html>

Academic Personnel and Programs <https://www.ucop.edu/academic-personnel-programs/academic-personnelpolicy/policy-issuances-and-guidelines/revised-apm-015-and-016.html>

Non Senate Academic Appointees <https://www.ucop.edu/academic-personnel-programs/files/apm/apm-140.pdf>

VII. FREQUENTLY ASKED QUESTIONS

For a list of frequently asked questions, visit the UC Smoke/Tobacco-Free website at <http://www.ucop.edu/risk-services/loss-prevention-control/uc-smoke-tobacco-free.html>. The website also provides links to related resources, including links to other UC campuses and medical centers.

VIII. REVISION HISTORY

5/11/2021: Implemented a technical fix to the policy to revise the definition of marijuana to reflect change put forth by the [Agricultural Improvement Act of 2018](#) (commonly known as the [2018 Farm Bill](#)) and the DEA's subsequent implementation of it.

5/31/2018: Incorporation of marijuana clearly stated in policy language; revised language used to broaden the scope of products included in the policy (electronic smoking

University of California – Smoke and Tobacco Free Environment Policy
Smoke and Tobacco Free Environment

devices); removed/clarified exemptions allowed.

This Policy was also remediated to meet Web Content Accessibility Guidelines (WCAG) 2.0.

1/9/2014: Original date of issuance with an effective date of **1/1/2014**.

7. SMOKE AND TOBACCO FREE ENVIRONMENT POLICY AND PROCEDURES (UCI SEC. 903-14)

<https://www.policies.uci.edu/policies/pols/903-14.php>

Physical Environment and Properties

Environmental Health & Safety

Sec. 903-14: Smoke and Tobacco Free Environment Policy

Responsible Office: Environmental Health & Safety

Revised): February 2024

References / Resources

- Regulatory Authorities/Policies
 - California Government Code, [Sec. 7596-7598](#) and [Sec. 19994.30-19994.35](#)
- UC Policy
 - [UC Policy – Smoke and Tobacco Free Environment](#)
- UCI Administrative Policies & Procedures
 - [UC Policy on Sustainable Practices](#)

Contact: EH&S at (949) 824-6200 or safety@uci.edu.

A. Purpose and Scope

The University of California’s systemwide [Policy on Smoke and Tobacco Free Environment](#) is intended to provide healthier, safe, and productive work and learning environments for the UC community. It requires all UC campuses to implement local policies and procedures to provide a smoke and tobacco free environment.

As a leader in health-related research, teaching, and patient care, UCI has a special institutional obligation to maintain a smoke and tobacco-free environment. UCI is committed to the promotion of health and wellness, which includes prevention as well as treatment of diseases. Tobacco-related illness, including those related to tobacco smoke, comprises the largest proportion of preventable diseases. This policy sets forth the responsibilities of the members of the UCI community for establishing and maintaining a [Smoke and Tobacco-Free environment](#). They apply to all students, staff, faculty, contractors, volunteers, and visitors.

B. Definitions

Marijuana:

All parts of the plant *Cannabis sativa* L., whether growing or not; the seeds thereof; the resin extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds or resin. Such term does not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination.

Smoke or Smoking:

The act of inhaling, exhaling, burning, or carrying of any lighted or heated plant product intended for inhalation, whether natural or synthetic, including tobacco and marijuana. This includes the use of any electronic smoking device containing nicotine or any other substance that creates an aerosol or a vapor in any manner or in any form or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

Smoke/Tobacco-Free:

- No use of:
 - smokeless tobacco products;
 - nicotine products not regulated by the U.S. Food and Drug Administration (FDA) to help individuals who use tobacco to quit; or
 - electronic smoking devices (e.g., electronic cigarettes); and
- No smoking or vaping of marijuana, and no smoking of other plant-based products.

Tobacco or Tobacco Product*:

- A product containing, made, or derived from the leaves of the genus *Nicotiana* or from synthetic nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, shisha, pipe tobacco, snuff, and all other forms of smokeless and oral tobacco.
- An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, cigars, pipes, hookahs, and electronic smoking devices (e.g., electronic cigarettes).
- Any component, part, or accessory of a tobacco product, whether or not sold separately.

* Tobacco Product does not include a product that has been approved by the FDA for sale as a tobacco cessation product marketed and sold solely for such an approved purpose.

C. Responsibilities/Authority

Compliance: All academic appointees, staff, students, alumni, vendors, contractors, volunteers and visitors entering UCI controlled properties must comply with this policy.

Enforcement: Vice Chancellors, Deans, Directors, department heads and supervisors are responsible for enforcing this policy by ensuring that UCI community members under their respective jurisdictions are informed of and comply with this policy.

D. Policy

1. Smoking and use of tobacco or tobacco products and marijuana are **prohibited** in:
 - a. All UCI controlled properties in which the University has a 100% ownership interest or an exclusive lease interest, including all indoor and outdoor spaces and parking lots; and
 - b. Any vehicle in any of these conditions:
 - i. Owned or leased by UCI (regardless of where the vehicle is situated);
 - ii. In use on university business;
 - iii. Parked on UCI controlled property.
2. Sale and advertising of tobacco or tobacco products and marijuana are **prohibited** on all UCI controlled properties.

E. Procedures

Any conflicts resulting from implementation of this policy should be brought to the attention of the appropriate supervisory personnel (for example, students to Student Conduct, staff to departmental supervisors, etc.) and if necessary, referred to the appropriate Vice Chancellor, Dean, Director, department head, or supervisor. Resolutions are addressed within departments and divisions with the assistance of appropriate campus resources as needed.

The campus community may report concerns to EHS via email to safety@uci.edu. EH&S collects reports of improper smoking for the purpose of educational program development and improved signage.

F. Compliance

UCI supports individual efforts to stop smoking and provides education to support and facilitate compliance with this policy. [UCI HR Wellness Program](#) provides cessation resources and information for faculty and staff.

The Campus Smoke & Tobacco Free Task Force will evaluate exceptions to this policy will be limited to the following uses:

1. Research involving smoking or the use of marijuana and/or tobacco or tobacco products, may be permitted as required in connection with research approved by the UCI Office of Research [Institutional Review Board](#).
2. Smoking and tobacco use may be permitted for the traditional ceremonial activities of recognized cultural or religious groups.

8. DRUG AND ALCOHOL TESTING OF TRANSPORTATION EMPLOYEES (UCI SEC. 903-29 AND 903-30)

<http://policies.uci.edu/policies/pols/903-29.php>

<http://policies.uci.edu/policies/procs/903-30.php>

Physical Environment and Properties

Environmental Health & Safety

Sec. 903-29: Drug and Alcohol Testing of Transportation Employees Policy

Responsible Administrator: Director - Environmental Health & Safety

Revised: January 2022

References / Resources:

- Federal Laws and Regulations
 - Omnibus Transportation Employee Testing Act of 1991 [Pub.L. 102-143, Title V.]*
 - Department of Transportation Regulations 49CFR Parts 40, 382, 391,392,395*
 - The Drug-Free Workplace Act of 1988 (Public Law 100-600, Title V, subtitle D)*

*Or current applicable laws or regulations
- University of California
 - [University Policy on Substance Abuse in the Workplace](#), November 1, 1990
 - Implementing Guidelines, December 1, 1990
 - [Personnel Policies for UC Staff Members](#)
 - University of California and AFSCME Agreement - [Service Unit](#)
- UCI Administrative Policies & Procedures
 - [Section 905-20](#), Driver Safety and Driving Records: DMV Employer Pull Notice (EPN) Program Procedures
 - [Section 903-30](#), Drug and Alcohol Testing of Transportation Employees Procedures

Contact: DOT Program Coordinator and Designated Employer Representative at (949) 824-6200 or occhlth@uci.edu

A. Purpose and Scope

This section describes UC Irvine policy required by federal regulations. These regulations are designed to protect the public by requiring employers to test transportation employees for the use of alcohol and drugs. The following summarizes applicable law; more complete information can be found in the sections of the Code of Federal Regulations cited in brackets.

B. Definition [49 CFR 382.107]

1. Transportation Employee--any person who, in the course of University employment, operates a vehicle which meets one of the following criteria:
 - a. gross combination weight rating (including towed units if they have a rating of more than 10,000 pounds), or gross weight rating of 26,001 or more pounds;
 - b. designed to transport 16 or more passengers including the driver.

Occasional drivers and applicants who will meet the criteria are included. People for whom commercial license requirements are waived by law (e.g., firefighters with restricted license) are excluded.

2. Safety Sensitive Function--all on-duty time a transportation employee spends driving, waiting to drive, or performing work in or near a vehicle described in [B.1.](#) above. [382.107, 395.2]

C. Policy

1. A transportation employee shall not:
 - a. report for duty or remain on duty with an alcohol level of 0.04 or greater (See also [C.3.](#), below); [382.201]
 - b. use or be in possession of alcohol while on duty; [382.204]
 - c. use alcohol within four hours prior to reporting to duty;
 - d. use alcohol within eight hours after a fatal accident or an accident for which the employee receives a citation for a moving violation, or before undergoing a post-accident test, whichever occurs first; [382.209]
 - e. report for duty or remain on duty when the driver uses or tests positive for any controlled substance, except when the employee has provided his/her supervisor with a letter from a physician that the use is pursuant to the physician's instructions and that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle; [382.213, 382.215]

- f. refuse to submit to any test required by this policy or related implementation plans. [382.211]
2. A transportation employee, other than an applicant, who is found to have violated any item in [C.1.](#) above:
 - a. is subject to all disciplinary measures, and has all the procedural rights, described in the applicable personnel policy or collective bargaining agreement;
 - b. shall not operate a vehicle as described in [B.1.](#) above until a return-to-duty test indicates an alcohol level of less than 0.02 or a negative result on a drug test, as appropriate to the violation; [382.309, 382.605c]
 - c. must be evaluated by a Department of Transportation-qualified substance abuse professional selected by the University. If the employee is identified as needing assistance in resolving drug or alcohol problems, the substance abuse professional may prescribe a rehabilitation program. The employee, if returned to duty, shall not operate a vehicle until the substance abuse professional determines that the rehabilitation program has been successfully completed; [382.605]
 - d. must submit to follow-up testing as described in [C.5.f.](#) below; [382.311, 382.605c2ii]
 - e. shall be advised of all employee assistance resources available to evaluate, address and resolve problems associated with the misuse of alcohol and the use of controlled substances.
3. A transportation employee whose alcohol test indicates an alcohol concentration of 0.02 or greater but less than 0.04 may not return to a function which requires operation of a vehicle until the start of the next regularly scheduled duty period, nor less than 24 hours following the test. [382.505]
4. All transportation employees shall be advised in writing of the federal requirements and the campus implementation of this policy and shall certify in writing the receipt of that information. All transportation employees shall be placed on the random testing pool list upon implementation of this policy.
5. A transportation employee must be tested for drugs (marijuana, cocaine, amphetamines, opiates and phencyclidine) and alcohol in accordance with applicable federal regulations as follows:

- a. Pre-employment -- An applicant for, or employee transferring to, a transportation employee job, as defined in [B.1.](#), above, must be tested for drugs before the first time a vehicle is to be operated. Job offers to applicants for transportation employee positions must be conditioned on meeting this requirement. [382.301]
 - b. Post-accident. A transportation employee who was operating a vehicle as described in [B.1.](#) above, at the time of a fatal accident, or who received a citation for a moving violation arising from an accident, must be tested as soon as practicable but in all cases within two hours for alcohol and within 32 hours for drugs. The employee must remain available for testing during this period or be deemed to have refused testing. [382.303]
 - c. Random testing. 25% of transportation employees will be selected per year for alcohol testing; and 50% for drug testing. An employee may be selected more than once per year. An employee who is notified of selection must report immediately to the test site. [382.305] All transportation employees shall be tested at least once every two years. [391.105]
 - d. Reasonable suspicion. When a supervisor who has received the training required by federal law has a reasonable suspicion, based on direct observation, that a transportation employee has violated the provisions of [C.1.](#) above, the employee must be tested immediately. The supervisor will arrange transportation to the test site. [382.307]
 - e. Return-to-duty – See [C.2.b.](#) above.
 - f. Follow up testing - An employee who has a verified positive drug or alcohol test result must submit to at least six unannounced tests in the year following return to duty. [382.605,382.311]
6. No supervisor with knowledge of a violation of this policy shall allow an employee he or she supervises to perform transportation duties. If a supervisor learns of a violation of this policy by an employee who is supervised by a different supervisor, the supervisor who learns of the violation shall notify the employee's supervisor.
 7. Testing procedures are as required by relevant federal and state legislation and regulations. A DOT-qualified Medical Review Officer will receive all test results, verify test results, and maintain confidentiality of all records as required by law. A description of the testing procedures is available from the Human Resources Consultants (campus). [49 CFR 40]
 8. Costs of testing and enrollment in the random pool will be recharged to departments quarterly.

Physical Environment and Properties

Environmental Health & Safety

Sec. 903-30: Drug and Alcohol Testing of Transportation Employees Procedures

Responsible Office: Environmental Health & Safety

Issued: November 1998 (reviewed May 2011)

References / Resources:

- UCI Administrative Policies & Procedures
 - [Section 903-29](#), Drug and Alcohol Testing of Transportation Employees Policy

Contact: Occupational Health Programs Manager at (949) 824-6200 or occhlth@uci.edu

A. Testing Procedure

Responsibility	Action
Supervisor	Notify campus EH&S before allowing an employee to drive any of the vehicles described in Policy
	Notify campus EH&S if a supervisor determines testing is required under the (accident) or (reasonable suspicion) provisions of policy.
	Arrange for testing of newly hired employees and employees who occasionally drive the vehicles described in Policy , and add their names to the random selection list.
Lab	Randomly select names of employees to be tested.
	Notify campus EH&S of each employee selected.
EH&S	Notify the supervisor of each employee selected.

Supervisor	Contact employee immediately (or as soon as employee comes on duty). If employee is selected for alcohol testing only.
	Send employee to testing site (or in the case of reasonable suspicion testing, escort employee to testing site).
Employee	Go immediately to testing site and complete test.
	Return to work as soon as directed by supervisor.

B. Handling of Test Results

Responsibility	Action
Medical Review Officer	Receive test results from laboratory
	Verify lab results:
	(a) Notify employee if laboratory test is positive; provide an opportunity for employee to discuss the result; and process request (if any) for re-test of split sample.
	(b) Review and interpret each positive test result, including employee’s medical history and related medical records.
	(c) Classify result as “verified positive” or “negative.”
	Notify campus EH&S of negative and verified positive results.
EH&S	Report negative test results to supervisor.
	Report verified positive test results to supervisor and Human Resource Consultant.

C. Verified Positive Results

Responsibility	Action
Supervisor	When verified positive test result is received, contact Human Resource Consultant.
Medical Review Officer	Refer employee to a DOT-qualified substance abuse professional at Faculty and Staff Assistance Program.
Faculty and Staff Assistance Program	Administer structuralized test and determine necessary level of treatment.
	Treat employee or refer employee to another provider for treatment.
Employee	Complete treatment program.
Faculty and Staff Assistance Program (or community Substance Abuse Professional)	Determine whether employee has complied, with and completed initial treatment. If so, certify ability to return to work after consultation with Medical Review Officer.
	Notify campus EH&S to schedule random unannounced follow-up testing.

D. Consequences for Transportation Employees Engaging in Alcohol or Drug Related Conduct

1. Applicable to all covered employees:

- employee will be removed from his/her transportation position immediately and placed on investigatory leave pending determination of test results.
- if determination is made that the positive test resulted from ingestion of medically prescribed drugs appropriate supervisory review will be made. If determination is made that the employee failed to advise the appropriate supervisor of the employee's need to take medication that could impair his/her

operation of a vehicle, the employee will be disciplined in accordance with appropriate personnel policy or collective bargaining agreement.

- if determination is made that the positive test resulted from ingestion of alcohol or controlled substances, the employee will be disciplined in accordance with appropriate personnel policy or collective bargaining agreement.
- if employee refuses to submit to testing, employee will be disciplined in accordance with appropriate personnel policy or collective bargaining agreement.
- referral must be made to a Substance Abuse Professional for evaluation. If such referral is made to a professional outside the University, or to a rehabilitation facility, the employee is responsible for all costs incurred.

2. Applicable to transportation employees whose test results show an alcohol concentration at 0.02 but less than 0.04:

- will be removed from his/her transportation position immediately and placed on investigatory leave pending re-testing or a time period of eight (8) hours, whichever is longer.

3. Employees who have violated any provision of this policy are subject to unannounced follow-up alcohol tests and will not be returned to their positions until:

- they have been evaluated by a substance abuse professional;
- they have complied with any recommended treatment;
- they have taken a return-to-duty alcohol test (with a result less than 0.02)

E. Records Retention

The testing laboratory will maintain the following records in a secure location with controlled access:

1. Five year record retention: Records of any employee alcohol test results indicating an alcohol concentration of 0.02 or greater; documentation of refusals to take required alcohol or controlled substance tests;
2. Two year record retention: Records related to the collection process and supervisory training.
3. One year record retention: Records of any negative and canceled controlled substance test results and alcohol test results with a concentration of less than 0.02.

F. Privacy

Except as required by law, no information about specific alcohol and controlled substance testing will be released by the University to outside parties. A covered employee is entitled, upon written request, to obtain copies of any records pertaining to the employee's use of alcohol or controlled substances, including any records pertaining to the employee's alcohol or controlled substances tests.

G. Further Information

Questions regarding this material should be directed to the Human Resources Consultants.

**9. GUIDELINES ON ACQUISITION AND USE OF CONTROLLED SUBSTANCES AND
PRECURSOR CHEMICALS IN RESEARCH (UCI SEC. 903-15)**

<http://www.policies.uci.edu/policies/procs/903-15.php>

Physical Environment and Properties

Environmental Health & Safety

Sec. 903-15: Guidelines on Acquisition and Use of Controlled Substances and Precursor Chemicals in Research

Responsible Office: Environmental Health & Safety

Issued: February 2024

References / Resources

- U.S. Drug Enforcement Administration, Department of Justice
 - [Title 21](#) Code of Federal Regulations (CFR) Part 1300 to 1316
 - [California Health & Safety Code](#) 11100-11700
 - A general reference list of controlled substances in alphabetical order can be found at: [Section 1308 of CFR Title 21](#).
- UC Business and Finance Bulletins
 - [BUS-43](#), Materiel Management
 - [BUS-50](#), Controlled Substances Program
- UC Irvine Administrative Policies & Procedures
 - [Section 707-10](#), Purchasing Procedures
- UC Irvine Delegation of Authority
 - [IDA604](#) Controlled Substances Program – Responsible Official
 - [IDA605](#) Controlled Substances Program – Program Administration
 - [Controlled Substance Use in Research Procedure Manual](#)

Contact: Controlled Substances Program Officer at (949) 824-6200 or occhlth@uci.edu.

A. Purpose and Scope

This policy sets forth requirements for the authorization, procurement, security, maintenance, storage, use, and disposing of controlled substances and precursor chemicals for research purposes, as defined by the U.S. Drug Enforcement Administration, Department of Justice (DEA), are conducted in compliance with federal and State regulations.

B. Definitions

[Controlled substances](#) have either a stimulant, depressant, or hallucinogenic effect on the nervous system. Controlled substances are prescription drugs that are further classified as Schedule I-V. The Controlled Substances Act (1970) listed substances that were controlled when the law was enacted. Since then, approximately 160 substances have been added, removed, or transferred from one schedule to another.

[Precursors](#) or [DEA Listed Chemicals](#) in addition to legitimate use, have the potential to be used in the manufacture of controlled substances. State and federal laws require our campus vendors to uphold stringent regulations regarding distribution of precursor chemicals to customers.

[Schedules of Controlled Substances](#) are classifications of narcotics and dangerous drugs, ranked according to their potential for abuse and other relevant factors, and are denoted by Roman numerals I through V. Schedules were established by Public Law 91-513, the Comprehensive Drug Abuse Prevention Act of 1970 (1980 Revision), in order to provide clear guidelines for the implementation of controls on the manufacture and procurement of controlled substances.

Principal Investigators are UCI employee/s who is/are responsible for the design, scientific/technical conduct, administrative conduct, and reporting of research, training, or public service projects supported by extramural funding.

C. Authority/Responsibilities

Controlled Substance (CS) Program Officer is responsible for oversight of all controlled substance and precursor chemical use for purposes of teaching, chemical analysis, and research at the UCI campus and UC Irvine Medical Center.

Principal Investigators are responsible for:

- Approval for IACUC protocols for animal research, IRB approval for human subjects or CSUA approval for in-vitro use and a CSUA on file with EHS.
- Authorizing requisitions for controlled substances.
- Security of all controlled substances and maintaining and documenting a current inventory under their control.
- Assigning and authorizing laboratory personnel to handle controlled substances. Each person must complete a Personnel Screening Data Sheet.

Procurement Services is responsible for the purchasing and return of a controlled substance.

D. Policy

Registration

Registrations of Controlled Substances II-V shall be held in the name of the academic department per geographical location and activity and coordinated by the Controlled Substances Program Manager. Registrations for Controlled Substances in Schedule I shall be obtained and managed by the Principal Investigator.

UC Irvine Environmental Health & Safety (EHS) maintains the required institutional research registrations issued by the DEA and administers the Controlled Substances Program for researchers at the UC Irvine campus, UC Irvine Medical Center and affiliated sites. DEA

registrations do not pertain to facilities, labs or buildings that are listed as inpatient or outpatient departments on the UC Irvine Medical Center's general acute care license. University hospital, clinic and pharmacy DEA registrations are valid only for use of controlled substances at those licensed premises.

Approved Use

Principal Investigators must obtain [a Controlled Substance Use Authorization \(CSUA\)](#) prior to the acquisition or use of controlled substances and precursor chemicals for their research. Controlled substances and precursor chemicals may only be used in animals under an IACUC approved protocol and in human subjects under an IRB approved protocol. Controlled substance used in-vitro must submit a CSUA application to the CS Program Officer for approval.

Acquisition

All orders must be pre-approved by EHS and requisitioned through UC Irvine Procurement Services as a high value purchase order. All purchases of such materials using university-controlled funds shall be made by Procurement Services. No orders may be placed by departmental personnel directly with vendors.

The delivery point for all controlled substances and precursor chemicals ordered under UC Irvine's departmental DEA research registration is the EHS department on campus. Drugs may not be delivered directly to Controlled Substance Authorized Users.

Researchers are required by federal and state law to maintain records throughout a controlled substance's life cycle. Records must be kept secure in a locked area and retained per the [UC Records Retention Schedule](#). Record keeping requirements do not apply to precursor chemicals.

EHS requires submission of annual renewals which will include an inventory update. Researchers who fail to complete and return the annual update by the requested date will have their Controlled Substance Use Authorization suspended until submission of the annual renewal or declaration of controlled substance use termination is received.

Compliance

The DEA, in coordination with EHS, may conduct random audits and inspections of UCI's Controlled Substance Program.

Any employee who has knowledge or reasonable suspicions of theft, significant loss of controlled substances, or alteration of records indicating drug loss must immediately report such information to the Principal Investigator, lab supervisor, and EHS. The CS Program Manager is the designated liaison to the UCIPD and DEA.

Controlled substances used by actively operating labs may not be transferred to another institution or another Principal Investigator. Upon permanent closure of a researcher's lab or termination of employment, disposal of all controlled substances is required.
