Biennial Review of the Alcohol and Drug Policies, Procedures, Support Services, and Educational Programs at The New School

For the period of December 31, 2011 to December 31, 2013
As required by the Drug-Free Schools and Campuses Act

Compiled by:

Biennial Review Committee
The New School
New York, NY 10011
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Introduction

In compliance with Section 107 of the Higher Education Opportunity Act, The New School has conducted a biennial review of its policies and programs related to drug and alcohol abuse prevention. This report includes alcohol and drug related information on local, state, and federal laws; university standards of conduct and related sanctions; and drug and alcohol abuse counseling and support. This report includes recommendations regarding existing policies, procedures, and programs, educational outreach and support, and existing and proposed methods of assessing effectiveness of policies and programs related to drug and alcohol abuse prevention.

Biennial Review Committee Members

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A - Policies and Procedures:

The following are the policies and procedures available to the university community which pertain to drugs and alcohol. The policies and procedures presented here are available in full on the university's website at www.newschool.edu and the appendices. Links are provided below.

Policy on Alcoholic Beverages and Illegal Drugs

The New School seeks to foster the intellectual, artistic, and social development of our diverse student body and to create and maintain a community in which principles of fairness, civility, and diversity are upheld. We recognize that some members of the community will choose to use alcohol, thus these guidelines serve as a way to help ensure that when alcohol is consumed it is done so responsibly, with respect to others in the community and in adherence to university policies and rules as well as federal, state and local law. Additionally, the university seeks to promote a drug-free campus that respects the community at large. We expect members of the university community to adhere to university policies and rules, as well as federal, state, and local laws concerning drugs.

The university has established a policy on the use of alcoholic beverages at university sponsored and sanctioned events. This policy, the Policy on Alcoholic Beverages and Illegal Drugs, has been formulated out of concern for the well-being of faculty, students, and staff and is designed to promote and maintain an environment conducive to the educational values, principles, and objectives of the university, as well as to cultivate awareness among all members of the university community in regard to alcohol and drug abuse problems. It is also intended to encourage

individuals to be sensitive to and considerate of the needs and feelings of other persons, including those who lead a substance -or alcohol-free lifestyle. This policy is the main university policy on drugs and alcohol and includes information on health risks, laws, regulations, sanctions, and support services. The Policy on Alcoholic Beverages and Illegal Drugs can be found on the Student Rights and Responsibilities webpage and in the appendices.

See Appendix A for the Policy on Alcoholic Beverages and Illegal Drugs

Health Risks Associated with Alcohol Abuse

According to The National Council on Alcoholism and Drug Dependence, 79,000 deaths are annually attributed to excessive alcohol use with alcoholism being the third leading lifestyle-related cause of death in the nation. Up to 40% of all hospital beds in the United States (except for those being used by maternity and intensive care patients) are being used to treat health conditions that are related to alcohol consumption. Over time, excessive alcohol use, both in the form of heavy drinking or binge drinking, can lead to numerous health problems, chronic diseases, neurological impairments and social problems, including but not limited to:

- Dementia, stroke and neuropathy
- Cardiovascular problems, including myocardial infarction, cardiomyopathy, atrial fibrillation and hypertension
- Psychiatric problems, including depression, anxiety, and suicide
- Social problems, including unemployment, lost productivity, family problems, violence including child maltreatment, fights and homicide
- Unintentional injuries, such as motor-vehicle traffic crashes, falls, drowning, burns and firearm injuries

- Increased risk for many kinds of cancers, including liver, mouth, throat, larynx (voice box) and esophagus
- Liver diseases, including fatty liver, alcoholic hepatitis, and cirrhosis
- Gastrointestinal problems, including pancreatitis and gastritis
- Alcohol abuse or dependence – alcoholism

Additionally, alcohol abuse, including excessive or binge drinking, can seriously affect academic performance. Alcohol abuse can also lead to behaviors that are destructive, violent, and asocial. In particular, there is a strong relationship between alcohol consumption and instances of wrongful or inappropriate sexual behaviors. The university provides a variety of counseling and educational programs to identify and help those who experience difficulty with alcohol. These programs and related resources are listed in the resources section at the end of this report.

Laws, Regulations, and Sanctions

The university strictly adheres to federal, state, and local laws that restrict and regulate the sale, service, and consumption of alcoholic beverages. The following is a summary of the applicable New York State laws:

- It is illegal in the State of New York for any person under the age of 21 years to possess or consume any alcoholic beverage.
- The sale of alcoholic beverages to persons under the legal New York State purchase age is prohibited. No one may sell, deliver, or give away, cause, permit or procure to be sold, delivered or given away any alcoholic beverages to anyone underage. Legal consequences may include both fines and imprisonment.
- It is illegal in the State of New York for any minor to use false identification to obtain

alcohol. Legal consequences may include a fine of up to $100 and/or up to 30 hours of community service.

- In New York State, the sale, gift, or delivery of alcoholic beverages to a visibly intoxicated person is prohibited.
- Under New York State's Zero Tolerance Law, persons under age 21 who are caught driving with a Blood Alcohol Content (BAC) of .02 of 1% or more but not more than .07 of 1% will lose their driver's license for at least six months and may have to pay civil penalties and suspension termination fees.
- Driving While Intoxicated (DWI) is the operation of a motor vehicle while having a BAC of .08% or higher. Legal consequences may include fines, imprisonment, and a revoked or suspended driver's license.

All members of the university community are encouraged to familiarize themselves with these and other laws related to alcohol use. The university's policy is meant to ensure legal use of alcoholic beverages and responsible conduct by individuals at on-campus events sponsored or sanctioned by the university, and at off-campus events hosted by members of the university community when such events are held as an extension of university programs or activities. Members of the university community who violate the policy on alcoholic beverages will be subject to university disciplinary procedures. Further, members of the university community should be advised that they may also be subject to prosecution in accordance with federal, state, and local laws.

Approval of Alcohol at Student Events

In accordance with the university's Policy on Alcoholic Beverages and Illegal Drugs, alcohol is prohibited in all spaces being used for academic activity including but not limited to classrooms,

studios, offices, lounges, and computer labs. This policy applies to faculty, staff, and students. Events where students are present and where alcoholic beverages will be served are subject to approval by the Assistant Vice President for Student Life regardless of the age of the students. Alcohol is not to be served during classes including end-of-semester parties. Students cannot be required to attend events where alcohol will be served.

The Assistant Vice President for Student Life can be contacted at 212.229.5900 ext. 3656 or franconj@newschool.edu. In conformance with the university's policy, alcoholic beverages may be sold, distributed, served, or consumed only by individuals who have attained the minimum legal New York State purchase age of 21. Groups sponsoring events intended primarily for persons under the age of 21 are strongly encouraged to hold alcohol-free events.

Approval is contingent upon demonstration by the sponsoring group or organization that it is able to comply with the following:

- A faculty or staff member needs to serve as the Alcohol and Beverage Supervisor and must be present for the duration of the event. Students, whether undergraduate or graduate, may not serve in this role.
- Visible signage is required that reads: Alcoholic beverages may only be served to and consumed by persons 21 years of age or older.
- The availability of alcoholic beverages cannot be used in advertisements for the event.
- Quantities of alcohol to be served at an event must be established in advance and must not encourage intoxication.
- When alcoholic beverages are served, food and non-alcoholic beverages must be provided in sufficient quantities and in a manner commensurate with the availability of alcoholic

beverages to discourage intoxication.

- Appropriately trained bartenders must be used to serve alcoholic beverages. Staff or faculty may serve as bartenders provided specific approval is obtained from the Assistant Vice President for Student Life.
- Bartenders will request proof of age in compliance with New York State laws. If staff or faculty serves as bartenders, they must request proof of age in compliance with New York State laws.
- The use of a wrist band or ticket system to limit the number of alcoholic beverages served to each individual is strongly recommended and may be required at the discretion of the Assistant Vice President for Student Life.
- Alcoholic beverages must not be sold or served to anyone who seems to be intoxicated or is known to the seller or server to be a problem drinker.

See Appendix B for Approval for Alcohol Use at Student Events Form

Employee Drug Policy

The university, pursuant to the federal Drug-free Workplace Act of 1988, has developed the employee Drug and Alcohol Free Workplace Policy. This policy may be found in The New School Institutional Policies and Procedures Manual.

See Appendix C for full Drug and Alcohol-Free Workplace Policy

Excerpts from the policy follow:

- The unlawful manufacture, distribution, dispensing, possession or use of a prohibited controlled substance in the workplace is prohibited.
- In addition to any other applicable civil or criminal penalty, any university employee

convicted of the illegal manufacture, distribution, dispensing, possession or use of a controlled substance shall be subject to disciplinary action which may include termination of employment or an employee may, at the university's discretion, be required to satisfactorily participate in a program for the treatment of drug abuse.

- Employees working on grants covered by the Drug-free Workplace Act of 1988 are hereby given notice that as a condition of their employment they must obey the prohibitions set forth in Paragraph One (1) of the Drug-free Workplace Policy and notify the university within five days of a conviction for violating any criminal drug law.
- Upon receiving actual notice of an employee's criminal drug conviction, the university, pursuant to the Drug-Free Workplace Act of 1988, within 10 days shall so notify the federal agency which issued the grant under which the employee was working.
- Within 30 days of receiving notice of a drug offense conviction, the university shall take appropriate disciplinary action.
- The university advises members of the university, including employees, of the dangers of drug abuse in the workplace and of any available drug counseling, rehabilitation and employee assistance programs.
- Employees are hereby informed of the university's policy on maintaining a drug-free workplace and the penalties that may be imposed upon employees for drug abuse violations.

Student Drug Policy

Students are required to familiarize themselves with and adhere to the drug policy as outlined in the Student Code of Conduct. The policy prohibits the use, possession, distribution or the manufacture of narcotic or dangerous drugs or of any illegal or controlled

substances, except as expressly permitted by law, on university owned or controlled property or at university sponsored functions. Furthermore, students are prohibited from the on-campus possession of any type of paraphernalia analogous with the use, distribution, or sale of illegal substances/narcotic drugs (i.e., scales, bongs, pipes, etc.).

See Appendix D for full Student Code of Conduct

Students found in violation of the drug policy will be subject to sanction under the Non-Academic Disciplinary Procedures. Sanctions may include but are not limited to:

- Oral Warning: Verbal notification to the student that repetition of the wrongful conduct may be cause for more severe sanctions, and a clear instruction to desist.
- Written Warning: Written notification to the student that continuation or repetition of the wrongful conduct may be cause for more severe disciplinary action within the period of time stated.
- Restitution: Reimbursement for damage or loss to either university or individual property. Failure to make restitution will result in the withholding of a student's transcript and/or denial of either graduation or continued enrolment at the university.
- Community Work: Assignment of a specific number of hours of community service work to be accomplished in a specific time.
- Disciplinary Probation: Written notification to the student that he/she is in official jeopardy. A further violation of the Student Code of Conduct while on disciplinary probation may result in suspension or expulsion.
- Restriction: Denial of the use of certain university facilities or the right to participate in certain activities or privileges for a specified period of time.

- Housing Suspension: Suspension or termination of a student's housing privilege, including being banned from entering one or more of the university's residence halls.
- Suspension: Exclusion from class, exams, and all functions of the university for a stated period of time. Suspension may require petition for readmission.
- Expulsion: Dismissal from the university. The student may not attend classes or take any examinations and must vacate university property by the effective date of expulsion. Readmission will not be considered.

See Appendix E for full Non-Academic Disciplinary Procedures

Controlled Substances and Drug Paraphernalia

With the exception of medication as legally prescribed, it is illegal in the State of New York for any person to possess or traffic in any controlled substances and/or drug paraphernalia including, but not limited to, the following:

- Narcotics: opium, morphine, codeine, heroin, etc.
- Depressants: barbiturates, benzodiazepines, methaqualone, rohypnol, etc.
- Hallucinogens: LSD, mescaline, peyote, ecstasy, etc.
- Inhalants: nitrous oxide, butyl nitrate, propyl nitrate, etc.
- Precursors: chemical compounds
- Prescription Drugs: steroids, Ritalin, etc.
- Drug Paraphernalia: packing materials, scales and balances, hypodermic needles, etc.

Legal consequences for the possession or criminal sale of controlled substances and/or drug paraphernalia may include fines and imprisonment.

Marijuana

It is illegal in the State of New York to possess, use, or traffic in marijuana. The legal consequences for the possession or criminal sale of marijuana may include fines and imprisonment. The University Student Code of Conduct prohibits the possession and/or use of marijuana in any amount on campus and at university sponsored functions.

Prescription Drugs

The possession and/or use of prescription medication other than as legally prescribed is in violation of the University Student Code of Conduct as well as federal, state, and local laws. The distribution of such medications without proper licensure and/or in a manner other than specified under federal, state, and local law is prohibited. The use of over-the-counter medications in a way that is deemed by the university as misuse, or the possession of quantities of such medications as deemed excessive by the university, will be considered a violation of the University Student Code of Conduct.

Driving While Ability Impaired by Drugs (DWAI)

Driving While Ability Impaired by Drugs (DWAI) is the operation of a motor vehicle while impaired by the use of a drug as defined in the New York State Vehicle and Traffic Law. Legal consequences may include fines, imprisonment, and a revoked or suspended driver's license.

Alcohol and Drug Abuse Referral Services and Assistance Programs

The university is committed to providing information, education, support and referrals for faculty, students, and staff who have concerns or problems with alcohol and drug use and abuse. Students, faculty, and staff are encouraged to utilize the many university and community resources available to them.

Resources at The New School:

Human Resources: 212.229.5671
Employee Assistance Program: 212.229.5671
Student Health Services: 212.229.1671
Security (24-hour): 212.229.5165
Student Disability Services: 212.229.5900 x3656
Student Support and Crisis Management: 212.229.5900 x3189

Resources in New York City – Treatment Programs:

Realization Center: 212.627.9600 19 Union Square West, 7th floor
Greenwich House: 212-691-2900 122 West 27th Street, 6th floor
Lower East Side Service Center: 212.343.3520, 25 Allen Street
Lower East Side Harm Reduction Center: 212.226.6333
Smither's/C.O.P. E.: 212.523.8285
Roosevelt Hospital: 212.523.5825

Resources in New York City – Self Help Programs:

Alcoholics Anonymous: 212.647.1680
Narcotics Anonymous: 212.929.6262
Al-Anon (for friends and relatives of alcoholics): 212.941.0094
Marijuana Anonymous: 212.459.4423
Pills Anonymous: 212.874.0700 24-hour Hotlines:
Emergency – Police/EMS 911
National Hopeline Network – Suicide Prevention: 1.800.SUICIDE
Samaritans Suicide Prevention Hotline: 212.673.3000
Oasis – Substance Abuse, Domestic Violence and General Information: 1.800.522.5353
National Suicide Prevention Lifeline: 1.800.273.TALK
National Clearinghouse for Drug and Alcohol Information: 1.800.662.HELP

Campus Security

The New School Security Department seeks to ensure that the rights of every member of the campus community are respected and that there exists a safe and secure atmosphere in all campus buildings. The Campus Security Guide has the policy on Alcoholic Beverages and Illegal Drugs as well as the Annual Security Report which reports drug and alcohol violations as required by the Jeanne Cleary Disclosure of Crime Security Policy and Crime Statistics Act.

See Appendix F for Campus Security Guide

Student Housing and Residence Life

Student Housing and Residence Life drug and alcohol policies can be found in the Student Code of Conduct as well as the Residence Hall Handbook. Resident Hall policy flyers are placed in each residence hall throughout the year. The Residence Hall Handbook can be accessed on the Student Housing and Residence Life website.

See Appendix G for Residence Hall Drug and Alcohol Policy Flyers

B - Support Services and Education:

There are a number of offices dedicated to the support and education of the university community on alcohol and drugs. The university is committed to providing information, education, support and referrals for faculty, students, and staff who have concerns or problems with alcohol and drug use. The university's support services and links are provided below.

Student Health Services offers medical and counseling services to students. The hours and services offered by Student Health Services can be found online at http://www.newschool.edu/student-services/health-services/. The New School is committed to providing an educational environment that is conducive to the health and well-being of its students. Student Health Services staff include a psychiatrist, medical providers and counselors who have experience in drug and alcohol treatment, addiction and harm reduction. All undergraduate students at The New School are mandated to pay the Student Health Services fee which entitles them to 12 counseling sessions per year as well as access to medical services. All services are confidential and any contact with Student Health Services will not be part of the student's academic record. In addition to counseling services, Student Health Services in

partnership with The New School for Social Research's psychology department offers a prevention program called BASICS (Brief Intervention Program to Address Alcohol and Substance Abuse). BASICS is an alcohol and other drug risk assessment service offered free-of-charge to students. More information on BASICS can be found at www.HarmReductionTraning.com/BASICS/.

See Appendix H for information on counseling services

See Appendix I for BASIC's brochure

Support services are offered to employees and their families through the Employee Assistance Program (EAP). Further information on the benefits covered by the Employee Assistance Program can be found on the EAP website. The New School offers employees and their household members EAP and work/life benefits through Horizon Health. Inquiries and services provided through the program are at no cost to employees and are completely confidential. The EAP offers support, guidance, and resources for alcohol and substance abuse.

See Appendix J for Employee Assistance Program Employee Benefits

The New School also provides medical treatment for substance abuse. Covered medical expenses include the treatment of a substance abuse condition while confined as an inpatient in a hospital or facility licensed for such treatment. Covered medical expenses also include the charges made for treatment received during partial hospitalization in a hospital or treatment facility. Prior review and approval must be obtained on a case-by-case basis by contacting Aetna Student Health. When approved, benefits will be payable in place of an inpatient admission, whereby two days of partial hospitalization may be exchanged for one day of full hospitalization.

See Appendix K for Substance Abuse Card

Student Health Services offers a variety of health-related workshops, trainings, classroom presentations, and face-to-face sessions throughout the academic year, including educational resources on blood alcohol content, tips for drinking in moderation, standards of drinks and alcohol poisoning, and harm reduction. More information can be found online at *Alcohol and Other Drugs*. Students are encouraged to email wellness@newschool.edu to request more information about educational services related to drugs and alcohol.

See Appendix L for Wellness and Health Promotion Program Drug and Alcohol Related Educational Resources.

Student Housing and Residence Life requires resident advisors to plan programs for the residential community on drugs and alcohol. In addition to traditional student housing, The New School has a healthy living community. Residents live with other students who share the same healthy lifestyle values and goals. All residence halls at The New School adhere to the state laws related to the use of alcohol and drugs; healthy living communities in addition commit to a lifestyle free of substances at all times.

See Appendix M for Student Housing and Residence Life Drugs and Alcohol Programs

See Appendix N for Healthy Living Community Flyers and Contract

Student Rights and Responsibilities provides educational sanctions for students who have violated sections of the University Student Code of Conduct pertaining to drugs and alcohol. These sanctions include an online educational program on alcohol called Under the Influence and a separate program addressing marijuana use called Marijuana 101. Student

Rights and Responsibilities also refers students to the BASICS (Brief Intervention Program to Address Alcohol and Substance Abuse) program in Student Health Services.

Directory of Offices

Student Health Services (Medical and Counseling Services, Insurance, and Wellness and Health Promotion)
80 Fifth Avenue, 3rd floor
shs@newschool.edu
212.229.1671

Human Resources
79 Fifth Avenue, 18th floor
hrhelp@newschool.edu
212.229.5671

The New School Employee Assistance Program
212.229.5671

Horizon Health
888.293.6948
www.horizoncarelink.com

Student Support and Crisis Management
2 West 13th Street, 12th floor
studentsupport@newschool.edu
212.229.5900 x3965

Student Rights and Responsibilities
2 West 13th Street, 12th floor
srr@newschool.edu
212.229.5349 x3653 x3656

Campus Security (24-hour)
55 West 13th Street
212.229.5101

Student Disability Services
80 Fifth Ave, 3rd floor
studentdisability@newschool.edu
212.229.5626 x3135

C - Assessments and Recommendations:

The programs, policies, and procedures contained in this report will be reviewed and assessed over the next two years. The policies will be reviewed to determine readability, access, practical application, and changes in law. The policies need to be reviewed for consistency and efficiency. Statistics are currently collected on alcohol and drug related violations and sanctions. This data will be reviewed over the next two years to determine the effectiveness of the various programs and policies. Statistics are also collected on the number of participants in the various educational programs. These statistics will be reviewed and analyzed as well. The Biennial Review Committee will meet to discuss additional assessment tools to obtain feedback from students and employees. The results of these assessment initiatives will be summarized in the next biennial report.

D - Additional Questions and Information:

Any student or employee who wants to request additional information or has questions / comments about the content of this report may contact:

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Title IX Officer
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New York, NY 10011
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franconj@newschool.edu

Carol S. Cantrell
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Appendices

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Appendix A: Policy on Alcoholic Beverages and Illegal Drugs

THE NEW SCHOOL

Policy on Alcoholic Beverages and Illegal Drugs

At The New School, we seek to foster the intellectual, artistic, and social development of our diverse student body and to create and maintain a community in which principles of fairness, civility, and diversity are upheld. We recognize that some members of the community will choose to use alcohol, thus these guidelines serve as a way to help ensure that when alcohol is consumed it is done so responsibly, with respect to others in the community and in adherence to university policies and rules as well as federal, state and local law.

Additionally, the university seeks to promote a drug-free campus that respects the community at large. We expect members of the university community to adhere to university policies and rules, as well as federal, state, and local law concerning drugs.

Alcohol

The university has established a policy on the use of alcoholic beverages at university-sponsored and sanctioned events. The policy has been formulated out of concern for the well-being of faculty, students, and staff and is designed to promote and maintain an environment conducive to the educational values, principles, and objectives of the university, as well as to cultivate awareness among all members of the university community in regard to alcohol abuse problems. It is also intended to encourage individuals to be sensitive to and considerate of the needs and feelings of other persons, including those who lead a substance- or alcohol-free lifestyle.

HEALTH RISKS

The National Council on Alcoholism and Drug Dependence cites "alcohol-related problems or impairment in such areas as . . . liver disease, gastritis, anemia, neurological disorders . . . impairments in cognition, [and] changes in mood or behavior." Alcohol consumption also presents serious health risks to pregnant women.

Additionally, alcohol abuse, including excessive or "binge" drinking, can seriously affect academic, athletic, and work performance while leading to behaviors that are destructive, violent, or asocial. In particular, there is a strong relationship between alcohol consumption and instances of wrongful or inappropriate sexual behaviors.

The university provides a variety of counseling and educational programs to identify and help those who experience difficulty with alcohol. These programs and related resources are listed in the resources section at the end of this policy.

THE NEW SCHOOL

LAWS, REGULATIONS, AND SANCTIONS

The university strictly adheres to federal, state, and local laws that restrict and regulate the sale, service, and consumption of alcoholic beverages. The following is a summary of the applicable New York State laws:

- It is illegal in the State of New York for any person under the age of 21 years to possess or consume any alcoholic beverage.
- The sale of alcoholic beverages to persons under the legal New York State purchase age is prohibited. No one may "sell, deliver, or give away; cause, permit or procure to be sold, delivered or given away any alcoholic beverages" to anyone underage. Legal consequences may include both fines and imprisonment.
- It is illegal in the State of New York for any minor to use false identification to obtain alcohol. Legal consequences may include a fine of up to $100 and/or up to 30 hours of community service.
- In New York State, the sale, gift, or delivery of alcoholic beverages to a "visibly intoxicated person" is prohibited.
- Under New York State's Zero Tolerance Law: Persons under age 21 who are caught driving with a Blood Alcohol Content (BAC) of .02 of 1% or more but not more than .07 of 1% will lose their driver's license for at least 6 months and may have to pay civil penalties and suspension termination fees.
- Driving While Intoxicated (DWI) is the operation of a motor vehicle while having a BAC of .08% or higher. Legal consequences may include fines, imprisonment, and a revoked or suspended driver's license.

All members of the university community are encouraged to familiarize themselves with these and other laws related to alcohol use.

The university's policy is meant to ensure legal use of alcoholic beverages and responsible conduct by individuals at on-campus events sponsored or sanctioned by the university, and at off-campus events hosted by members of the university community when such events are held as an extension of university programs or activities. Members of the university community who violate the policy on alcoholic beverages will be subject to university disciplinary procedures. Further, members of the university community should be advised that they may also be subject to prosecution in accordance with federal, state, and local laws.

APPROVAL OF ALCOHOL USE AT STUDENT EVENTS

In accordance with the university's Policy on Alcoholic Beverages and Illegal Drugs, alcohol is prohibited in all spaces being used for academic activity including, but not limited to, classrooms, studios, offices, lounges, and computer labs. This policy applies to faculty, staff, and students. Events where students are present and where alcoholic beverages will be served are subject to approval by the Office of the Assistant Vice President for Student and

Campus Life, regardless of the age of the students. Alcohol is not to be served during classes including end-of-semester parties. Students cannot be required to attend events where alcohol will be served.

The Office of the Assistant Vice President for Student and Campus Life can be contacted at 212.229.5900 x3656 or at mcdonalt@newschool.edu. In conformance with the university's policy, alcoholic beverages may be sold, distributed, served, or consumed only by individuals who have attained the minimum legal New York State purchase age of 21. Groups sponsoring events intended primarily for persons under the age of 21 are strongly encouraged to hold alcohol-free events.

Approval is contingent upon demonstration by the sponsoring group or organization that it is able to comply with the following:

- A faculty or staff member needs to serve as the Alcohol and Beverage Supervisor and must be present for the duration of the event. Students, whether undergraduate or graduate, may not serve in this role.
- Visible signage is required that reads, "Alcoholic beverages may only be served to and consumed by persons 21 years of age or older."
- The availability of alcoholic beverages cannot be used in advertisements for the event.
- Quantities of alcohol to be served at an event must be established in advance and must not encourage intoxication.
- When alcoholic beverages are served, food and non-alcoholic beverages must be provided in sufficient quantities and in a manner commensurate with the availability of alcoholic beverages to discourage intoxication.
- Appropriately trained bartenders must be used to serve alcoholic beverages. Staff or faculty may serve as bartenders provided specific approval is obtained from the Office of the Assistant Vice President for Student and Campus Life.
- Bartenders will request proof of age in compliance with New York State laws. If staff or faculty serves as bartenders, they must request proof of age in compliance with New York State laws.
- The use of a wristband or ticket system to limit the number of alcoholic beverages served to each individual is strongly recommended and may be required at the discretion of the Office of the Assistant Vice President for Student and Campus Life.
- Alcoholic beverages must not be sold or served to anyone who seems to be intoxicated or is known to the seller or server to be a problem drinker.

ILLEGAL DRUGS AND OTHER SUBSTANCES

Employee Drug-Free Workplace Policy

In addition to the university-wide Policy on Alcoholic Beverages (to which all members of the university, including employees, are subject), the university, pursuant to the federal

Drug-free Workplace Act of 1988, has developed the following policy:

- The unlawful manufacture, distribution, dispensing, possession or use of a prohibited controlled substance in the workplace is prohibited.
- In addition to any other applicable civil or criminal penalty, any university employee convicted of the illegal manufacture, distribution, dispensing, possession or use of a controlled substance shall be subject to disciplinary action which may include termination of employment or an employee may, at the university's discretion, be required to satisfactorily participate in a program for the treatment of drug abuse.
- Employees working on grants covered by the Drug-free Workplace Act of 1988 are hereby given notice that as a condition of their employment they must obey the prohibitions set forth in paragraph one (1) of the Drug-free Workplace Policy and notify the university within five days of a conviction for violating any criminal drug law.
- Upon receiving actual notice of an employee's criminal drug conviction, the university, pursuant to the Drug-free Workplace Act of 1988, within 10 days shall so notify the federal agency which issued the grant under which the employee was working.
- Within 30 days of receiving notice of a drug offense conviction, the university shall take appropriate disciplinary action.
- The university advises members of the university, including employees, of the dangers of drug abuse in the workplace and of any available drug counseling, rehabilitation and employee assistance programs.
- Employees are hereby informed of the university's policy on maintaining a drug-free workplace and the penalties that may be imposed upon employees for drug abuse violations.

DRUG POLICY AS IT RELATES TO STUDENTS

Students are required to familiarize themselves and adhere to the drug policy as outlined in the Student Code of Conduct. The policy prohibits the "[u]se, possession, distribution or the manufacture of narcotic or dangerous drugs or of any illegal or controlled substances, except as expressly permitted by law, on university-owned or -controlled property or at university-sponsored functions." Furthermore, students are prohibited from the on-campus possession of any type of paraphernalia analogous with the use, distribution, or sale of illegal substances/narcotic drugs (i.e., scales, bongs, pipes, etc.)." **Students found in violation of the drug policy will be subject to sanction under the Student Code of Conduct. Sanctions may include but are not limited to:**

- Oral warning, i.e., verbal notification to the student that repetition of the wrongful conduct may be cause for more severe sanctions, and a clear instruction to desist.

- Written warning, i.e., written notification to the student that continuation or repetition of the wrongful conduct may be cause for more severe disciplinary action within the period of time stated. A copy of the written warning letter will be placed in the student's file.
- Fines, i.e., sum to be paid by the student to the university or another specified body. Failure to pay fines will result in the withholding of a student's transcript and/or denial of either graduation or continued enrollment at the university.
- Restitution, i.e., reimbursement for damage or loss to either university or individual property. Failure to make restitution will result in the withholding of a student's transcript and/or denial of either graduation or continued enrollment at the university.
- Community work, i.e., assignment of a specific number of hours of community service work to be accomplished within a specific time.
- Disciplinary probation, i.e., written notification to the student that he/she is in official jeopardy. A further violation of the Student Code of Conduct while on disciplinary probation may result in suspension or expulsion.
- Restriction, i.e., denial of the use of certain university facilities or the right to participate in certain activities or privileges for a specified period of time.
- Suspension and/or termination of a student's housing privilege, including being banned from entering one or more of the university's residence halls.
- Suspension, i.e., exclusion from class, exams, and all functions of the university for a stated period of time. Suspension may require petition for re-admission.
- Expulsion, i.e., dismissal from the university. The student may not attend classes or take any examinations and must vacate university property by the effective date of expulsion. Re-admission will not be considered.

CONTROLLED SUBSTANCES AND DRUG PARAPHERNALIA

With the exception of medication as legally prescribed, it is illegal in the State of New York for any person to possess or traffic in any controlled substances and/or drug paraphernalia including, but not limited to, the following:

- Narcotics: opium, morphine, codeine, heroin, etc.
- Depressants: barbiturates, benzodiazepines, methaqualone, rohypnol, etc.
- Hallucinogens: LSD, mescaline, peyote, ecstasy, etc.
- Inhalants: nitrous oxide, butyl nitrate, propyl nitrate, etc.
- Precursors: chemical compounds
- Prescription drugs: steroids, Ritalin, etc.
- Drug paraphernalia: packing materials, scales and balances, hypodermic needles, etc.

Legal consequences for the possession or criminal sale of controlled substances and/or drug paraphernalia may include fines and imprisonment.

Marijuana

It is illegal in the State of New York to possess, use, or traffic in marijuana. The legal consequences for the possession or criminal sale of marijuana may include fines and imprisonment. The Student Code of Conduct prohibits the possession and/or use of marijuana in any amount on campus and/or at university-sponsored functions.

Prescription Drugs

The possession and/or use of prescription medication, other than as legally prescribed, is in violation of the Student Code of Conduct as well as federal, state, and local laws. The distribution of such medications without proper licensure and/or in a manner other than specified under federal, state, and local law is prohibited. The use of over-the-counter medications in a way that is deemed by the university as misuse, or the possession of quantities of such medications as deemed excessive by the university, will be considered a violation of the Student Code of Conduct.

Driving While Ability Impaired by Drugs (DWAI)

Driving While Ability Impaired by Drugs (DWAI) is the operation of a motor vehicle while impaired by the use of a drug as defined in the New York State Vehicle and Traffic Law. Legal consequences may include fines, imprisonment, and a revoked or suspended driver's license.

ALCOHOL AND DRUG ABUSE REFERRAL SERVICES AND ASSISTANCE PROGRAMS

The university is committed to providing information, education, support and referrals for faculty, students, and staff who have concerns or problems with alcohol and drug use and abuse. Students, faculty, and staff are encouraged to utilize the many university and community resources available to them.

Resources currently available for those in need of assistance include the following:

At The New School:

- Human Resources: 212.229.5671
- Employee Development Center: 1.800.327.9092
- Student Health Services: 212.229.1671
- Security (24-hour): 212.229.5165
- Student Disability Services: 212.229.5900 x3656
- Student Support and Crisis Management: 212.229.5900 x3189

In New York City – Treatment Programs:

- Realization Center: 212.627.9600
- Greenwich House: 212.691.2900
- Lower East Side Service Center: 212.343.3520
- Lower East Side Harm Reduction Center: 212.226.6333
- Smither's/C.O.P.E.: 212.523.8285
- Roosevelt Hospital: 212.523.5825

In New York City – Self Help Programs:

- Alcoholics Anonymous: 212.647.1680
- Narcotics Anonymous: 212.929.6262
- Al-Anon (for friends and relatives of alcoholics): 212.941.0094
- Marijuana Anonymous: 212.459.4423
- Pills Anonymous: 212.874.0700

24-hour Hotlines:

- Emergency – Police/EMS: 911
- National Hopeline Network – Suicide Prevention: 1.800.SUICIDE
- Samaritans Suicide Prevention Hotline: 212.673.3000
- Oasis – Substance Abuse, Domestic Violence, and General Outreach: 1.800.522.5353
- National Suicide Prevention Lifeline: 1.800.273.TALK
- National Clearinghouse for Drug and Alcohol Information: 1.800.662.HELP

Appendix B: Approval for Alcohol Use at Student Events Form

Approval for Alcohol Use at Student Events

Assistant Vice President for Student Life

Approval is needed to serve alcohol at any event where students are present. Prior to completing this form, familiarize yourself with the document *Guidelines for Approval of Alcohol Use at Student Events* available from the Office of the Assistant Vice President for Student Life.

From: _____ Date:_____

_____is requesting approval to serve
(Department/Organization)

alcohol during our event, from_____ on_____ at_____
(Time) *(Date)*

_____.
(Building Address & Room No.)

A designated staff or faculty member must serve as the Alcohol and Beverage Supervisor. The supervisor must be present during the event and ensure that (1) all persons served alcohol are at least 21 years of age, (2) intoxicated persons are not served alcohol, and (3) the number of alcoholic beverages per person is limited to the agreed upon maximum. The following staff/faculty member will serve as the Alcohol and Beverage Supervisor:_
_____
_____

Please fill out the following:

Will bartenders from Chartwells be serving the alcohol? (Y/N) _____
If not, the following faculty and/or staff will serve the alcohol:_____
_____

Target audience of this event:_____
_____ (i.e., students from specific divisions, students from specific departments, the general university community, outside groups. Please be as specific as possible).

Amount and type of alcohol to be served: _____

Amount and type of non-alcoholic beverages to be served:_____

Amount and type of food to be served:_____

Maximum number of alcoholic beverages to be served per person:_____

Method that will be used to monitor which individuals may be served alcohol and how many drinks each person is allocated:_____
_____ (i.e., wrist bands, tickets).

Please note that you will be required to post the following statement at the event:

"Alcoholic beverages may only be served to and consumed by persons 21 years of age or older."

Furthermore, you are expected to comply with the following:

- There must be a designated area for food and beverages.
- No one can leave the event with an alcoholic beverage.
- Guests will not be allowed to bring outside alcoholic beverages into the event.

Appendix C: Drugs and Alcohol-Free Workplace Policy

Drugs & Alcohol-Free Workplace Policy

The University is committed to maintaining a safe, healthy and productive workplace for all its employees. The University strictly prohibits the manufacture, distribution, dispensation, possession, sale or use of any illegal drug, or the abuse of alcohol or any legal drug by employees. An employee on the job while under the influence of any drug or alcohol may pose a serious health and safety risk to himself or herself and to others, and may also interfere with productive and efficient school operations.

Therefore, employees are required to report to work free from the influence of any drug or alcohol. In addition, the manufacture, distribution, dispensation, possession, sale, or use of any illegal drug or alcohol, or the misuse of any legal drug in the workplace, in University vehicles or while engaged in University business off University premises is strictly prohibited. Any employee violating this policy is subject to appropriate disciplinary action, up to and including discharge. In addition, and depending on the circumstances, other action, including notification to appropriate law enforcement agencies, may be taken with respect to any employee violating this policy.

The federal Drug-Free Workplace Act of 1988 requires that any employee who pleads guilty to or is convicted of any drug-related violation in the workplace or while conducting University business off premises must so inform Human Resources within five (5) days. Any employee who fails to report any such conviction or plea is subject to appropriate disciplinary action, up to and including discharge.

Applicants for employment may be required, as a condition of employment, to submit to an appropriate drug and alcohol test. In addition, the University reserves the right to require employees to undergo appropriate medical tests designed to detect the use of drugs and alcohol where, in the university's view, it has reason to believe that an employee may be under the influence of a drug or alcohol, or otherwise fails to cooperate fully with any investigation relating to this policy, including any refusal to submit to drug or alcohol testing, is subject to appropriate disciplinary action, up to and including discharge.

At its discretion, the University may require employees who violate this policy to complete successfully a drug or alcohol abuse assistance program as a condition of continued employment.

It is the responsibility of each employee to seek assistance before any drug or alcohol problem leads to disciplinary action. Enrollment in or use of a drug assistance program after an employee is found to have violated this policy will not necessarily lessen disciplinary action already imposed or otherwise impact the university's determination as to appropriate disciplinary action.

Below is the contact information for drug and alcohol counseling and support services centers.

The New School Employee Assistance Program	(212) 935-3030
Alcohol Abuse Advisory and Consultation Center	(212) 971-9213
Alcohol Council of Greater New York	(212) 979-6277
Alcoholic's Anonymous	(212) 683-3900
National Council on Alcoholism	(212) 206-6770
St. Vincent's Alcohol Outpatient Clinic	(212) 790-8273
Beth Israel Hospital Substance Abuse Information Center	(212) 420-2012
Alanon (support group for friends and relatives of alcoholics)	(212) 260-0407
Narcotics Anonymous	(212) 601-5817
Cocaine Hotlines	(800) 662-HELP
	(800) COCAINE

Appendix D: Student Code of Conduct

Student Code of Conduct

Date Modified April 2, 2008

I. Introduction

As an institution of higher learning, the university affirms certain basic principles and values that are, in the fullest and best sense of the word, educational. The university is also a community and in that regard, upholds certain basic principles and standards of behavior that underlie its educational purpose. These include the recognition and preservation of basic human dignity, the freedom of expression, equal opportunity, and civil discourse, a sustained atmosphere of safety, respect for policies, rules, regulations, and standards set forth by the university, its academic divisions, and the federal, state, and city governments.

The Student Code of Conduct is designed to protect and promote these principles and standards of behavior that are in keeping with our educational mission. Formal disciplinary proceedings and penalties have a role subordinate to informal conversation and discussion, constructive advice and counsel, and supportive guidance. The Student Code of Conduct supports an environment where sensitivity, tolerance, and respect are sustained for members of the university community and its neighbors. All students at the university are expected to abide by the Student Code of Conduct.

II. Conduct violations

A. University-wide Violations

The following actions are considered violations of the Student Code of Conduct and are subject to sanctions imposed in accordance with the Non- Academic Disciplinary Procedures of the university.

1. GENERAL MISCONDUCT

Conduct unbecoming of a student member of the university community.

2. DISORDERLY CONDUCT

Disorderly conduct includes, but is not limited to, lewd, indecent or obscene behavior on university owned or controlled property or at university sponsored functions; conduct that is unreasonable in the time, place, or manner in which it occurs; and/or obstruction or disruption of university sponsored activities; or conduct which adversely affects the student's suitability as a member of the university community or which is inconsistent with the mission of the university.

3. HARASSING CONDUCT

Verbal or written actions that are abusive to any person, or any other conduct which threatens or endangers the physical, emotional health, or safety of any person on university owned or controlled property or at university sponsored functions.

4. PHYSICAL HARASSMENT

Physical harassment, includes but is not limited to inappropriate touching, of any person or similar conduct that threatens or endangers the physical or emotional health, or safety of any person on university owned or controlled property or at university sponsored functions.

5. FRAUD

Knowingly furnishing false information to the university administration, faculty, or staff.

6. FORGERY

Forgery, alteration or misuse of university documents, records or identification.

7. FALSE ALLEGATIONS

Filing and/or sharing of knowingly false information about another member of the community with faculty, staff, or other members of the university community.

8. THEFT

Possession of or involvement with stealing of property belonging to another member of the university community.

9. DAMAGE TO PROPERTY

Damage to property of the university, or that of a member of the university community or campus visitor, while on university property or at university sponsored activities including, but not limited to, walls, classrooms, and residence halls.

10. VANDALISM

Intentional damage, destruction, or defacement of property including, but not limited to walls, classrooms, and residence halls.

11. DRUGS

Use or possession of narcotics or dangerous drugs or of any illegal or controlled substances, except as expressly permitted by law, on university owned or controlled property or at university sponsored functions. Furthermore, students are prohibited from the on-campus possession of any type of paraphernalia associated with the use of drugs (i.e., scales, bongs, pipes, etc.).

12. DRUGS - DISTRIBUTION

Distribution or the manufacture of narcotics or dangerous drugs or of any illegal or controlled substances, except as expressly permitted by law, on university owned or controlled property or at university sponsored functions. Furthermore, students are prohibited from the on-campus possession of any type of paraphernalia associated with the use, distribution, or sale of illegal substances/narcotic drugs (i.e., scales, bongs, pipes, etc.).

13. ALCOHOL

Use, possession, or distribution of alcoholic beverages, except when authorized by the Office of the Assistant Vice President for Student Affairs for a particular function, on university owned or controlled property or at university-sponsored functions is prohibited. Furthermore, the sale, distribution, or procurement of alcoholic beverages for anyone who is under the age of 21; the use of false identification to procure alcohol; and the possession on campus of any type of paraphernalia associated with the consumption of alcohol is expressly prohibited. Alcohol possession and use is prohibited in the Residence Halls by those students under the age of 21 and in dry residences as outlined in the Residence Hall Handbook. This pertains to empty bottles used for decoration, academic projects, or other purposes.

14. PUBLIC INTOXICATION

Public disruption due to intoxication or drunkenness from consumption of alcohol, narcotics, or dangerous drugs.

15.HAZING

Recklessly subjecting any person to the risk of bodily harm, or severe emotional distress, or causing or encouraging any person to commit an act that would be a violation of law or university regulations, for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with a student group or organization. The express or implied consent of the victim is irrelevant in determining whether or not there has been a violation.

16.UNIVERSITY FACILITIES

Unauthorized entry or use of university facilities.

17. RESTRICTED/UNAUTHORIZED AREAS

Students are not allowed on the roof, ledges, or fire escapes of any university building or residence hall.

18. KEYS

Unauthorized possession, duplication or use of keys or key cards to university facilities including residence halls. Giving of keys and key cards to another individual including other residents and guests.

19. WEAPONS

Possession, display, use or distribution of any weapon such as a firearm, knife, etc., or any item used as a weapon or of such a nature that it is intended for use as a weapon, except with expressed university authorization, on university owned or controlled property or at university sponsored functions.

20. FIRE SAFETY

Tampering with or misuse of fire alarms, fire exits, fire-fighting equipment, smoke/heat detectors, sprinkler systems, and other safety devices on university grounds; causing or creating a fire; and the use of all open flame devices such as, but not limited to, sternos, incense, kerosene lamps, and barbecue grills; failure to evacuate a building at the sound or activation of the fire alarm system; and the use of any and all fireworks.

21. NON-COMPLIANCE

Failure to comply with directions of university officials acting in the performance of their duties.

22. UNIVERSITY IDENTIFICATION

Misuse or transfer of university identification documents. This includes but is not limited to, the transfer of university identification documents to gain entry to university buildings, and/or to procure any university services. Failure to obtain and provide an up-to-date, official student ID for entry to university buildings.

23. GAMBLING

Gambling in any form anywhere on campus.

24. SMOKING

Smoking cigarettes, cigars, etc. is prohibited in all university buildings.

25. PETS

All pets are prohibited on university property, including residence halls.

26. UNREASONABLE AND EXCESSIVE NOISE

Creating noise as deemed unreasonable or excessive by university staff on university owned or controlled property, including but not limited to noise that can be heard beyond a student's room or suite. The playing of musical instruments in areas other than those deemed appropriate by the university for such activities.

27. UNAUTHORIZED POSTING

Posting of announcements and other publicity items at the university that are not in accordance with the guidelines set forth by the Office of Student Development and Activities (OSDA) and/or the appropriate department within the school or division. Announcements and publicity items to be posted on Residence Hall bulletin boards must be submitted to the Residence Hall Director for approval prior to posting. Approved items may only be posted in designated locations.

28. UNAUTHORIZED SOLICITATION AND BUSINESSES

Soliciting or canvassing on university owned or controlled property without prior approval. Authorization for canvassing in the Residence Hall is given only to recognized university groups or organizations. Solicitation is not permitted in the Residence Hall without the advanced written permission of the Office of Student Housing and Residence Life. If a solicitor disturbs a resident, a member of the residence life staff must be contacted immediately. Students are not allowed to conduct businesses on campus or in the residence halls. Businesses, as defined by the Student Code of Conduct, pertain to any service provided in exchange for cash, services, or any other form of benefits.

29. SAFETY OF OTHERS

No person shall create conditions that endanger or threaten others or their property, or create a health hazard or nuisance.

B. Residence Hall Specific Violations

All violations listed in Section A. apply to students residing in residence halls as well as their guests. The following additional actions are also considered violations of the Student Code of Conduct and are subject to sanctions imposed in accordance with the Non-Academic Disciplinary Procedures of the university.

Definitions: As used in this document, the term ‘‘Residence Hall’’ means
any building, room, facility, or premises owned and/or operated by the university for use as a dormitory, whether by lease or by contract, to students enrolled at the university.

‘‘Resident’’ means any student, whether undergraduate or graduate, occupying a space in a Residence Hall.

1. FAILURE TO COMPLY WITH HOUSING CONTRACT & REGULATIONS

Failure to comply with regulations set forth in the Residence Hall Handbook, the Housing Contract, and as set forth by the Office of Student Housing and Residence Life. Failure to comply with official requests from university staff, including but not limited to housing and security staff, in the performance of their duties.

2. GARBAGE AND OTHER HEALTH HAZARDS

Failure to keep rooms and shared common areas reasonably neat and orderly as determined by university staff. Failure to keep such areas free of excessive trash and floor space free from debris and other hazards. The creation of an environment that presents a health and safety risk to other members of the community and/or that endangers or threatens others or their property, or creates a health hazard or nuisance.

3. GUEST POLICY VIOLATIONS

Failure to abide by the University Student Housing Guest Policy as set forth in the Residence Hall Handbook.

4.SAFETY PRECAUTIONS

a.Windows

No person may place objects on the outside, or inside of windowsills. No objects of any kind are to be thrown from or at the windows. Removal of screens, window locks, or window guards, is prohibited.

b.Prohibited Items

The following are NOT permitted in the Residence Hall: cooking appliances with exposed elements (open coil); hot plates; candles of any kind; incense and incense burning devices; use of roller blades/skates, skateboards, or bicycles in the hallway or on any university property; mopeds or motorcycles; live trees of any kind; changes to electrical wiring, heating, or alarm systems; and other items as deemed not appropriate by university staff.

c.Cooking

In accordance with New York State Health Codes, students may not cook in their bedrooms. In certain Residence Halls, kitchenettes are provided for this purpose. Where provided, cooking equipment must be properly maintained and cleaned.

C. Academic Dishonesty

1. DEFINITION

Academic Dishonesty is any act, which allows a student to gain an unfair advantage over other students. This includes, but is not limited to, copying, plagiarism, collaboration, alteration of records, use of restricted aids, unauthorized use of proprietary material, bribery, and lying

2. DIVISIONAL RESPONSIBILITY FOR ACADEMIC DISHONESTY
   a. The academic division in which the student is enrolled has primary responsibility for the adjudication of all infractions involving Academic Dishonesty.

   b. It is the responsibility of the student to become familiar with the Academic Dishonesty policy in effect in the division in which the student is enrolled.

D. Rights and Expectation of The New School

1. The university reserves the right to enter rooms at any time without a search warrant for the purpose of maintaining safety and security standards, to enforce health regulations, to follow through with disciplinary action, to maintain the orderly operation of the Residence Halls, and to respond to emergency situations.

2. The university reserves the right to require students to change rooms or Residence Halls, without notice, when necessary.

3. The university reserves the right to notify parents of a student's violation of the Student Code of Conduct.

4. The university reserves the right to hold students financially responsible for all losses and damages to university property.

5. The university expects each student to be responsible for securing his/her personal property. The university will not be responsible for the loss, theft, or damage to personal effects of students and their guest(s). Residents are strongly advised to obtain the appropriate homeowner or renter insurance coverage on valuables.

6. The university expects students to comply with any instruction from a clearly identifiable university official, performing his or her duties in the enforcement of application of university policy. Students are expected to show their university identification card upon request to any Residence Hall staff person and other appropriate university official, performing his/her duties in the enforcement or application of university policy.

7. The university reserves the right to amend the Student Code of Conduct and the Non-Academic Disciplinary Procedures at any time.

Appendix E: Non -Academic Disciplinary Procedures

Non-Academic Disciplinary Procedures

Adopted April 26, 2005

I. General Provisions

A. Purpose

The university Non-Academic Disciplinary Procedures are designed to facilitate fact-finding and to review incidents involving violations of the University Student Code of Conduct. It is not intended to create an adversarial court-like proceeding.

B. Disciplinary Authority

1. Disciplinary authority is vested in the Senior Vice President for Student Services as the designee of the President of the university.

2. The Non-Academic Disciplinary Procedures are administered by the Office of Student Rights and Responsibilities. The Office's responsibility is to ensure the fair and dutiful administration of the disciplinary process in the review of incidents involving violations of the Student Code of Conduct.

C. Violation of Law/Off Campus Conduct

1. Students of the university are subject to local, state, and federal laws. As a general rule, the university will not institute disciplinary procedures when a student of the university has been charged, off-campus, with a violation of a local, state, or federal law. The university, however, reserves the right to invoke its disciplinary procedures.
2. Students are subject to reasonable disciplinary action deemed appropriate, including suspension and expulsion, for breach of federal, state, or local laws or university rules or regulations off campus when such conduct is likely to have an adverse effect on the university, on the educational process, or affects the student's suitability as a member of the academic community.

II. University Sanctions

The university is committed to providing an environment where sensitivity, tolerance, and respect are sustained for members of the university community and its neighbors. Imposed sanctions are intended to facilitate these goals. While they may initially be perceived as authoritative or punitive, their purpose is to promote an environment in which good citizenship can flourish among and between students and other members of the university community.

A. General Provisions

1.The sanctions listed below are recognized by the university in holding students accountable for violations of the Student Code of Conduct. It is understood that previous violations may be considered in determining sanctions.

2.Students are held responsible for the actions of their guests while on campus. Sanctions may be issued to the host when a guest is not a student of the university.

3. Students are strongly advised and encouraged to consult with the Student Ombuds for a neutral and confidential appraisal of their rights and responsibilities under the Student Code of Conduct and the Non-Academic Disciplinary Procedures.

4. Failure to comply with imposed sanctions subjects the student to further disciplinary action.

B. Immediate Suspension Authority

1. EMERGENCY SUSPENSION

The President of the university, or an university officer authorized by the President, may impose upon a student an immediate emergency suspension when, in the judgment of the President, such action appears necessary for reasons relating to a student's physical or emotional safety and well-being, for reasons relating to the safety and well-being of members of the university community, or to prevent damage or theft of university property.

2. INTERIM SUSPENSION

The President of the university, or an university officer authorized by the President, may impose upon a student an immediate interim suspension when, in the judgment of the President, such action appears necessary to deal with a continuing disturbance by a student(s) or, interference by a student(s) with any university activity or with the free movement of any member of the university community.

3. SCOPE OF SUSPENSION

Emergency or interim suspension may be an academic suspension, in which case the student has no right to attend classes, to take exams, or to receive grades. Suspension may also apply to other student privileges including residing in university Residence Halls, attendance at and participation in university functions, admission to university premises, or any combination of the above, unless the student's presence or participation is explicitly authorized by the President or the President's designee. Suspension does not constitute termination of the student's matriculation in the university.

4. DURATION OF SUSPENSION

Interim or emergency suspension may remain in effect until the Disciplinary Review Panel has taken action with regard to the student. However, the suspension may be lifted earlier by action of the President or the President's designee.

5. EXPEDITED HEARING

A student suspended under the interim or emergency authority may request an expedited hearing before the Disciplinary Review Panel. The panel shall schedule a hearing within forty-eight (48) hours of the request or as soon thereafter as possible.

C. Sanctions

1. ORAL WARNING

Verbal notification to the student that repetition of the wrongful conduct may be cause for more severe sanctions, and a clear instruction to desist.

2.WRITTEN WARNING

Written notification to the student that continuation or repetition of the wrongful conduct may be cause for more severe disciplinary action within the period of time stated. A copy of the written warning letter will be placed in the student's file.

3.FINES

Sum to be paid by the student to the university or another specified body. Failure to do so will result in the withholding of a student's transcript and/or denial of either graduation or continued enrollment at the university.

4.RESTITUTION

Reimbursement for damage or loss to either university or individual property. Failure to do so will result in the withholding of a student's transcript and/or denial of either graduation or continued enrollment at the university.

5.COMMUNITY WORK

Assignment of a specific number of hours of community service work to be accomplished in a specific time.

6.DISCIPLINARY PROBATION

Written notification to the student that he/she is in official jeopardy. A further violation of the Student Code of Conduct while on disciplinary probation may result in suspension or expulsion.

7.RESTRICTION

Denial of the use of certain university facilities or the right to participate in certain activities or privileges for a specified period of time.

8.TERMINATION OF HOUSING PRIVILEGE

Withdrawal of the opportunity and ability to reside in a university owned or operated Residence Hall. All Residents should be aware that, as outlined in the Housing Contract and License Agreement, any student dismissed from the Residence Halls for disciplinary reasons is not entitled to a refund of his/her housing charges, including the deposit.

9.SUSPENSION

Exclusion from class, exams, and all functions of the university for a stated period of time. Suspension may require petition for readmission.

10.EXPULSION

Dismissal from the university. The student may not attend classes or take any examinations and must vacate university property by the effective date of expulsion. Readmission will not be considered.

III. Initiation of disciplinary proceedings

A. Complaint Procedure

1.FILING AN INCIDENT REPORT

An incident report is a detailed, written description of an alleged violation. Any member of the university community may report an alleged violation of the Student Code of Conduct, in writing, to the Office of Students

Rights and Responsibilities. Complaints must be filed within sixty (60) days of the incident that precipitated the complaint. Incident report forms are available from the Office of Student Rights and Responsibilities and from the Office of University Housing.

2.PRELIMINARY REVIEW OF COMPLAINT

Upon receipt of the written incident report, the Office of Student Rights and Responsibilities is authorized to conduct a preliminary review of the complaint by questioning persons thought to have knowledge of the particular incident, including the alleged violator. If a person alleged to have violated the University Student Code of Conduct is questioned, he/she must be informed that he/she is being investigated and of the nature of the related incident.

3.NOTIFICATION OF COMPLAINT

If the Office Student Rights and Responsibilities finds that there is sufficient information or basis to support the complaint, the alleged violator will be notified of the complaint in writing (by mail, return-receipt requested or hand-delivered).

4.DISMISSAL OF A COMPLAINT

If the Office of Student Rights and Responsibilities finds insufficient information or basis to support the complaint, the Office is authorized to dismiss the complaint. The Office of Student Rights and Responsibilities decision to dismiss a complaint is final.

B. Review of Complaints

1.DISCIPLINARY REVIEW MEETING

After the student has been given notice of the complaint, the Office of Student Rights and Responsibilities, may hold a disciplinary review meeting with the student alleged to have violated the Student Code of Conduct and the person submitting the incident report, if necessary, to determine all the facts surrounding the incident. The Office of Student Rights and Responsibilities will meet with all parties on a one-on-one basis.

2.LEVEL I REVIEW

a.If in the judgment of the Office of Student Rights and Responsibilities, the nature of the alleged violation is unlikely to result in the suspension
or expulsion of the student from the university, the Office is authorized to review the matter. The procedures to be used in reviewing the matter will be determined by the Office of Student Rights & Responsibilities. The alleged violator will be given reasonable opportunity to comply with the process.

b.Where appropriate, the Office of Student Rights and Responsibilities may offer the parties to an incident the opportunity to resolve the matter through mediation. If mediation fails to yield a favorable resolution, the Office reserves the right to proceed in a more formal manner.

3.LEVEL II REVIEW

a.If in the judgment of the Office of Student Rights and Responsibilities, the nature of the alleged violation is likely to result in the suspension or expulsion of the student from the university, the Office will forward the matter to the Office of the Senior Vice President for Student Services for review.

b.The Office of Student Rights and Responsibilities, at its discretion, may also refer matters to the Office of the Senior Vice President for Student Services which may not necessarily result in suspension or expulsion from the university, if the Office believes it would be in the best interest of all concerned to do so.

c.The Senior Vice President or his/her designee will review the complaint to determine whether or not Emergency or Interim suspension is appropriate or necessary. If it is determined that either emergency or interim suspension is appropriate or necessary, the process outlined in Section II.B will be followed.

d.If it is determined that either emergency or interim suspension is not appropriate or necessary, the Senior Vice President or his/her designee will notify the alleged violator of the date, time, and place of the disciplinary review by a Disciplinary Review Panel. The procedures to be used in reviewing the matter will be determined by the Disciplinary Review Panel. The alleged violator will be given reasonable opportunity to comply with the process.

e.The alleged violator may waive the disciplinary review by the Disciplinary Review Panel, in which case the Senior Vice President or his/her designee will review the complaint and make a determination of responsibility, if appropriate.

f.If the matter is referred to a Disciplinary Review Panel for its review,
the Panel shall meet and review the complaint. The Panel will make a recommendation which will be sent to the Senior Vice President or his/her designee for his/her consideration.

g.The Senior Vice President or his/her designee will review the recommendation of the Disciplinary Review Panel, and make a determination of responsibility, if appropriate.

4.Failure to respond and/or participate in either a Level I or Level II Review will result in a decision being made in the student's absence.

5.Students may not be represented by attorneys in either a Level I or Level II Review.

6.The Disciplinary Review Panel will consist of five (5) members of the university community to be selected by the Senior Vice President for Student Services or his/her designee in consultation with the Deans of the various academic divisions.

IV. Appeal Process

A. Timing for Appeals

1. Once review proceedings are completed and a sanction imposed, the sanctioned student has the right to appeal on the grounds listed in paragraph IV.
B. below.

2. Appeals must be filed in writing with the Senior Vice President for Student Services or his/her designee within ten (10) school days of receipt of a decision. Sanctions imposed will remain in effect pending appeal.

3. The appeal shall specify the basis of the appeal.

4. Failure to file a timely written appeal shall constitute a waiver of any right to appeal.

B. Grounds for Appeal

1.A decision may be appealed if it can be clearly and specifically demonstrated that sufficient grounds exists to show that the sanctioned student was denied a fair review.

2.Sanctions may be appealed only when it can be specifically demonstrated that there is a flagrant discrepancy between the infraction and the imposed sanctions.

3.Sanctions may be appealed if they cause undue hardship on the student's ability to continue or pursue his/her course of study and/or stay in school.

C. General Provisions

1.Students are responsible for strict adherence to all deadlines and procedures for the filing of appeals.

2.No new information shall be considered on an appeal.

3.Documents filed in an appeal shall constitute a part of the record.

4.All documents relating to the proceedings from which the student is appealing shall be available to the Senior Vice President for Student Services or his/her designee.

D. Review of Appeals

1.The Senior Vice President for Student Services or his/her designee shall be responsible for reviewing all appeals.

2.The procedures to be used in reviewing an appeal, and for providing notification of the decision, will be determined by the Vice President for Student Affairs, or designee. The student filing the appeal will be given reasonable opportunity to comply with the process.

4. The decision of the Senior Vice President for Student Services or his/her designee is final.

V. Student Organizations

Student organizations, which are officially recognized by the university, shall be prohibited from engaging in, or authorizing its members to engage in, any actions which are considered violations of the Student Code of Conduct.

A. Procedures

1.The Office of Student Rights and Responsibilities is authorized to investigate complaints against student organizations and, if necessary, charge the organization for violation of the Student Code of Conduct.

2.Charges will be served on the principal officer of the organization. The organization must respond in writing within five (5) school days of receipt of the notice.

3. The charged organization may request an extension in the response period. Such a request must be in writing and must be received by the Office of Student Rights and Responsibilities within five (5) school days of the receipt of the notice. The length of the extension will be determined by the Office of Student Rights and Responsibilities.

4. Failure to submit a timely response will constitute an admission of the allegations stated in the notice and may result in the imposition of sanctions.

5. The Office of Student Rights and Responsibilities may suspend the activities of the charged organization pending the review of the complaint.

6. The Office of Student Rights and Responsibilities will review the charges and response from the charged organization to determine whether or not the organization violated the Student Code of Conduct. Where it has been found that the organization violated the Student Code of Conduct, the Office will determine the appropriate sanction.

B. Sanctions

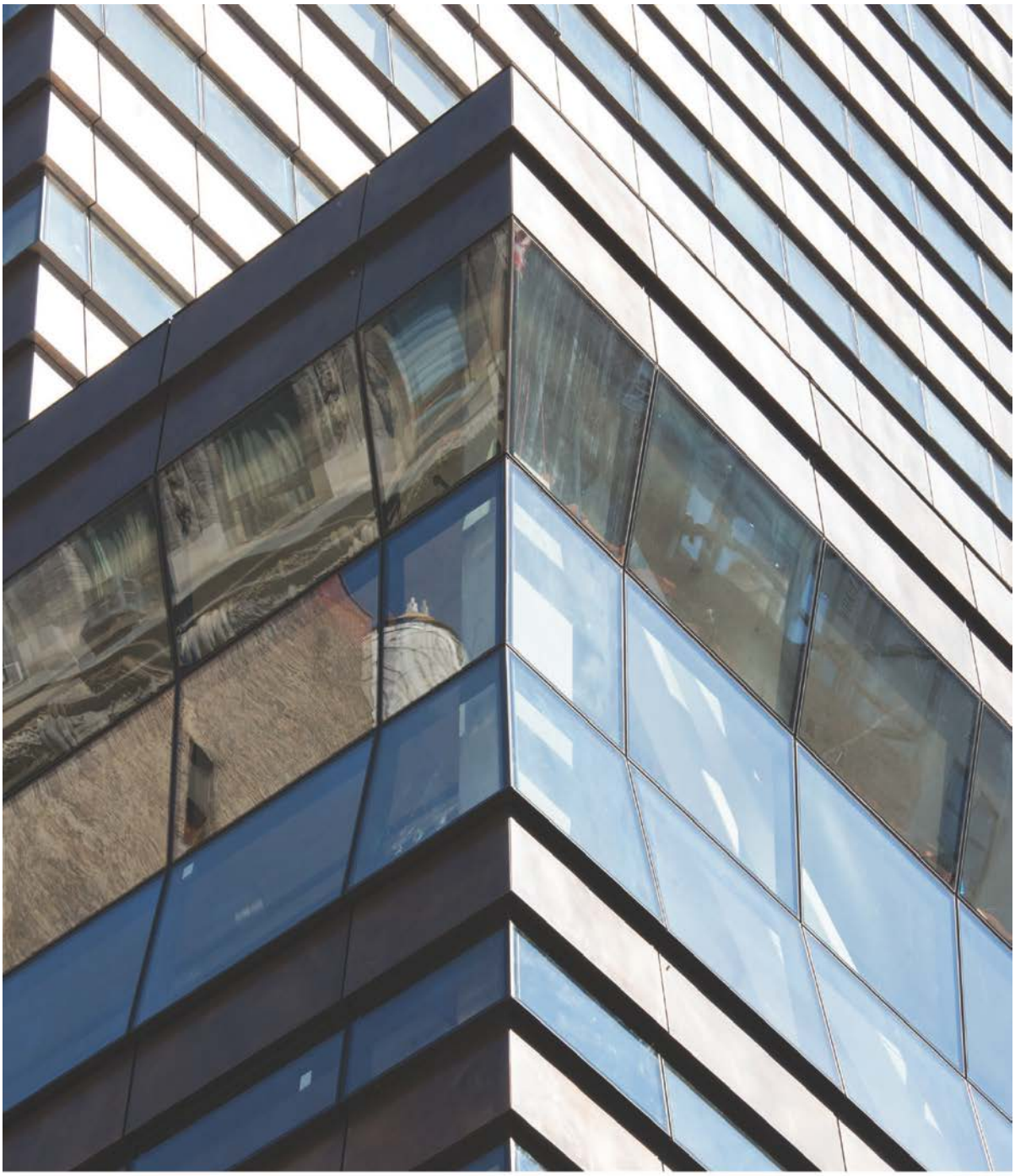
1. Any student organization found in violation of the Student Code of Conduct shall be subject to revocation of their charter to operate. The Office of Student Rights and Responsibilities may impose a lesser sanction as deemed appropriate.

2. Disciplinary sanction of a student organization will not preclude disciplinary action for an individual student if he/she is specifically charged in the same incident. Charges against individual students will be adjudicated under the process as outlined in Section III above.

C. Appeals

The Senior Vice President for Student Services or his/her designee shall hear appeals for the decisions made regarding student organizations using the procedures described in Section IV.D. above.

Appendix F: Campus Security Guide



A GUIDE TO CAMPUS SAFETY
2012–2013

From the Director of Campus Safety

The Campus Safety Department's mission is to ensure a safe environment conducive to learning and teaching for The New School's staff and students. The department's primary focus is to develop and implement procedures and strategies that will promote a safe, caring, and disciplined climate free of violence, illegal drugs, and fear and to establish partnerships with students, staff, community leaders, and law enforcement agencies who will support the university's safety agenda.

This guide outlines the university's safety and security policies. All members of the university community are encouraged to read the complete Annual Security Report, available in the Campus Safety Department office and online at www.newschool.edu/security.

For detailed information about The New School's emergency management plan, go to the university's safety and preparedness website at www.newschool.edu/safety.

The Campus Safety Department's office is located at 55 West 13th Street, mezzanine level, and is open 24 hours a day, seven days a week.

Thomas A. Iliceto, Director of Campus Safety

Crime Statistics

THE NEW SCHOOL, MAIN CAMPUS CRIME STATISTICS

	REPORTED CRIMES			HATE CRIMES	ON CAMPUS		NON-CAMPUS BUILDING	PUBLIC PROPERTY	DORM /RESIDENCE	TOTAL CRIMES		
CRIME CATEGORY	2012	2011	2010	2012	2012		2012	2012	2012	2012	2011	2010
I MURDER	0	0	0	0	0		0	0	0	0	0	0
II FORCIBLE SEX OFFENSES	3	2	2	0	0		0	0	3	3	2	2
NON-FORCIBLE SEX OFFENSES	0	0	0	0	0		0	0	0	0	0	0
III ROBBERY	0	0	0	0	0		0	0	0	0	0	0
IV AGGRAVATED ASSAULT	3	0	1	0	0		0	2	1	3	0	1
V BURGLARY	0	0	0	0	0		0	0	0	0	0	0
VI MOTOR VEHICLE THEFT	0	0	0	0	0		0	0	0	0	0	0
VII MANSLAUGHTER	0	0	0	0	0		0	0	0	0	0	0
HATE CRIMES	0	0	0	0	0		0	0	0	0	0	0
VIII ARSON	0	0	0	0	0		0	0	0	0	0	0
IX LIQUOR LAW VIOLATIONS	156	153	119	0	0		0	0	156	156	153	119
DRUG LAW VIOLATIONS	26	37	50	0	0		0	1	25	26	37	50
X WEAPONS POSSESSION	1	0	0	0	0		0	1	0	1	0	0
TOTAL HATE CRIMES	0	0	0	0	0		0	0	0	0	0	0

MANNES THE NEW SCHOOL FOR MUSIC CRIME STATISTICS

	REPORTED CRIMES			HATE CRIMES	ON CAMPUS		NON-CAMPUS BUILDING	PUBLIC PROPERTY	DORM /RESIDENCE	TOTAL CRIMES		
CRIME CATEGORY	2012	2011	2010	2012	2012		2012	2012	2012	2012	2011	2010
I MURDER	0	0	0	0	0		0	0	0	0	0	0
II FORCIBLE SEX OFFENSES	0	0	0	0	0		0	0	0	0	0	0
NON-FORCIBLE SEX OFFENSES	0	0	0	0	0		0	0	0	0	0	0
III ROBBERY	0	0	0	0	0		0	0	0	0	0	0
IV AGGRAVATED ASSAULT	0	0	0	0	0		0	0	0	0	0	0
V BURGLARY	0	0	0	0	0		0	0	0	0	0	0
VI MOTOR VEHICLE THEFT	0	0	0	0	0		0	0	0	0	0	0
VII MANSLAUGHTER	0	0	0	0	0		0	0	0	0	0	0
HATE CRIMES	0	0	0	0	0		0	0	0	0	0	0
VIII ARSON	0	0	0	0	0		0	0	0	0	0	0
IX LIQUOR LAW VIOLATIONS	0	0	0	0	0		0	0	0	0	0	0
DRUG LAW VIOLATIONS	0	0	0	0	0		0	0	0	0	0	0
X WEAPONS POSSESSION	0	0	0	0	0		0	0	0	0	0	0
TOTAL HATE CRIMES	0	0	0	0	0		0	0	0	0	0	0

CRIME STATISTICS

The Campus Safety Department prepares this report annually to comply with federal and local laws, including the Jeanne Cleary Disclosure of Crime Security Policy and Crime Statistics Act, which requires disclosure of crime and fire safety statistics and related practices. This report along with the statistics is prepared in cooperation with local law enforcement and New School Student Services, including the Housing office. A notice of the availability of this report, with the updated statistics, is sent once a year to all members of the university community. The report is also available online at www.newschool.edu/security.

Fire Safety Statistics

FIRE STATISTICS

RESIDENTIAL BUILDING	DATE OF FIRE	CAUSE OF FIRE*	INJURIES	DEATHS	PROPERTY VALUE
318 E. 15th St.	2/23/2012	COFFEE MAKER MELTED ON STOVE	0	0	$40
318 E. 15th St.	5/14/2012	COFFEE MAKER MELTED ON STOVE	0	0	$40
318 E. 15th St.	7/5/2012	COFFEE MAKER MELTED ON STOVE	0	0	$40
318 E. 15th St.	10/26/2012	BOX OF DONUTS ON TOP OF STOVE	0	0	$5

318 E 15 Street *In the first three incidents, students left the coffee maker on the stove top, and it melted. In the last incident students left a box of doughnuts on top of the stove not realizing it was hot from prior use, sprinklers did not activate, smoke damage only.*

BUILDINGS

	CO DETECTORS	BUILDING FIRE ALARM	ROOM DETECTION	CENTRAL OFFICE	SPRINKLER	STANDPIPE
135 E. 12th St.	YES	YES	YES	YES	YES	YES
118 W. 13th St.	YES	YES	YES	YES	YES	YES
300 W. 20th St.	YES	YES	YES	YES	YES	YES
84 William St.	YES	YES	YES	YES	YES	YES
23rd St.	YES	NO	YES	NO	NO	NO
318 E. 15th St.	YES	YES	YES	YES	YES	YES

University Housing supplies portable heaters as needed. All buildings with approved fire alarms have four fire drills per year. No smoking or open flames are allowed in any student housing. All residents receive copies of the Fire Safety Plan as per New York City rules. All students must attend a one-hour fire safety orientation. RHD and RA staff are given a one-hour walk-through in their assigned buildings to train them in fire safety and evacuation procedures.

THE NEW SCHOOL CAMPUS MAP

Schools and Locations

The New School for Public Engagement ..... A B D H I L N
The New School for Social Research ..... D G
Parsons The New School for Design..... D E I K L M N R
Eugene Lang College The New School for Liberal Arts ..... D G
Mannes College The New School for Music ..... J O
The New School for Jazz and Contemporary Music I
The New School for Drama..... Z

Services

Affiliates

- Beth Israel Hospital ..... 317 East 17th Street
- Cardozo Law Library .....55 Fifth Avenue
- Cooper-Hewitt, National Design Museum .. 2 East 91st Street
- Cooper Union Library ..... Cooper Square
- Elmer Holmes Bobst Library ..... Washington Square South

Auditoriums ..... A B I N
Cafeterias ..... 118 West 13th Street D I
Computing Centers..... I K L
Human Resources .....79 Fifth Avenue
Libraries ..... I J L
Student Services.....79 Fifth Avenue G H X
Study Center..... X
University Administration..... 79 Fifth Avenue A G
University Center*..... D
University Writing Center ..... W

The New School is undergoing expansion and renovation. Visit www.newschool.edu to view updates of the map. Published October 2013.

*Opening January 2014.

The New School emphasizes that students are responsible for conducting themselves in a manner consistent with university policies. Students must conduct themselves in a lawful manner at all times. Violation of university policy subjects students to disciplinary procedures. Violation of law exposes the students to criminal charges and/or arrest.

CAMPUS ACCESS POLICY

All New School students, faculty, and staff must present their newcard ID for access to campus buildings. The university strongly encourages all students, faculty, and staff to have their newcard ID visible while on campus. Visitors to the university are required to sign in and show photo identification at the security desk.

SEXUAL AND DISCRIMINATORY HARASSMENT POLICY

The New School prohibits any member of the university community from engaging in sexual or discriminatory harassment and from taking any action against any individual who reports such harassment. Go to the Student Services pages of the university website for the official policy statements addressing sexual harassment and discriminatory harassment.

SEXUAL ASSAULT POLICY

The New School is committed to creating and sustaining an open, healthy, safe, and secure university environment in which students, faculty, and staff can study and work freely. Consistent with this commitment and with the requirements of federal and state law, sexual assault and sexual exploitation will not be tolerated. The New School will act expeditiously to prevent, correct, and discipline behavior that violates this standard of conduct. The university also will make every effort to provide thorough, consistent, and sensitive assistance and support to victims of sexual assault. Go to the Student Services pages of the university website for official policy statements addressing sexual assault.

New School Policy Definition of Sexual Assault

Non-consensual sexual intercourse or sexual contact, which includes any non-consensual oral, anal, or genital penetration with any object, by an individual or group upon an individual or group without consent. It also includes any intentional sexual touching (intentional contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth or other orific), with any object) by an individual or group upon an individual or group without consent.

Sexual exploitation, including instances in which a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit or to benefit or advantage anyone other than the one being exploited and that behavior does not otherwise constitute one of the other sexual assault offenses. Examples of sexual exploitation include but are not limited to prostituting another student; non-consensual video- or audiotaping or photographing of sexual activity; unauthorized posting or distribution of materials involving the sexual activity of another person(s); going beyond the boundaries of consent (such as voyeurism or secretly watching others); tampering with birth control or condoms; and knowingly transmitting a sexually transmitted infection such as HIV.

This definition includes conduct that may be criminal under the New York State Penal Code. Legal definitions of crimes related to sexual assault are provided under Article 130 of New York State penal law.

New School Policy Definition of Consent

The university defines consensual sexual activity as follows:

The presence of consent involves explicit communications and mutual approval for the act in which the parties are/were involved. A sexual encounter is considered consensual when individuals willingly and knowingly engage in sexual activity. Consent can be revoked at any time for any reason. Consent is active, not passive: Lack of resistance, physical or verbal, does not imply consent, nor does silence, in and of itself, imply consent. Consent must be given for every act and for every time that the act occurs, regardless of history, past behaviors, or reputation. In order to give effective consent in New York State, one must be of legal age (17).

Consent cannot be procured by use of pressure, manipulation, compelling threats, intimidating behavior, substances, and/or force, nor can it be given if an individual is mentally or physically incapacitated by alcohol or other drug use, unconsciousness, mental disability, sleep, and/or involuntary physical restraint. Intoxication does not excuse behavior that violates this policy.

Sex Offenders Registry

As per the New York State Sex Crimes Prevention Act, all institutions of higher learning must advise their campus communities about law enforcement agency information concerning registered sex offenders. A registry searchable by zip code, county, and offender name is available on the website of the New York State Division of Criminal Justice services.

Yes Means Yes Campaign

Yes Means Yes was launched in spring 2011 by Student Health Services to inform The New School community about the university's updated sexual assault policy and develop constructive responses to sexual violence in New York City as it may affect our students. The goals of the campaign are 1) to create a community of empowered individuals through awareness of and education in the practice of active consent and 2) to help survivors of sexual assault obtain access to appropriate care and justice. Making individuals aware of their right to say yes and their right to say no is the foundation of any campaign to stop sexual violence before it occurs. The Yes Means Yes campaign encourages people to take the following preventive measures:

- Be Informed. Know the definition of sexual assault.
- Practice radical consent.
- Set boundaries for yourself and encourage your partners to do the same.

The complete Yes Means Yes guidelines are published on the Student Health Services Web pages under Sexual Assault Prevention.

If You Are the Victim of a Sexual Offense

- If on campus, immediately report the offense to New School Security.
- If off campus, immediately report the offense to the New York City Police Department.
- Go to the hospital or see a doctor immediately for treatment of any injuries and for tests that may provide important medical evidence.
- Do not bathe, shower, or change clothes before you receive medical attention.
- Whether or not you report the rape or press charges, seek counseling, preferably from a trained rape-crisis counselor.
- Be assured that all parties in whom you confide are required by law to maintain and protect your privacy.

A student can file a report of sexual assault to any of these university offices:

Student Support and Crisis Management
79 Fifth Avenue, 5th floor
212.229.5900 x3189 or x3710

Student Rights and Responsibilities
79 Fifth Avenue, 5th floor
212.229.5349

New School Security
55 West 13th Street, mezzanine
212.229.7001 (24 hours)

Reporting Procedures for University Employees

Students should report a sexual assault to the university as soon as possible. They are entitled to expect that reports of sexual assault will be taken seriously when reported and be expeditiously investigated and properly resolved. Any New School employee, staff or faculty, who receives information about a sexual assault should report it at once to the senior vice president for human resources or to the Office of the General Counsel.

WEAPONS POLICY

No person shall bring onto the New School campus or to any New School function a rifle, shotgun, handgun, or any other dangerous instrument or material that could be used to inflict bodily harm on an individual or damage to a building or other university property.

HATE CRIMES

It is a violation of federal, state, and city laws, and against university policy, to commit a criminal offense against a person, property, or society motivated by the offender's bias against a race, religion, disability, gender, sexual orientation, or ethnicity/national origin. Those who engage in "hate crimes," also known as "bias crimes," may be exposed to additional criminal penalties as well as disciplinary action under the university's Code of Conduct. The university's Policy on Discriminatory Harassment has been updated to explicitly cover hate/bias-related crimes. The New York state law establishing the category of "hate crimes" is published on the website of the New York State Division of Criminal Justice Services.

Contact the director of security immediately if you are the victim of or observe a hate/bias-related crime that occurs on the New School campus. The university offers counseling and other support services to victims of hate/bias-related crimes.

MISSING PERSONS

Confidential emergency contact information: The New School is committed to a proper investigation of all reports of missing persons, especially students. To aid such investigation, every student is asked to identify another individual who could be contacted by the university confidentially in case the student is determined to be a missing person. Students can use My.NewSchool to update this designation whenever necessary. Confidential Contact Designee information is kept confidential by the university. The designee should be someone with whom the student maintains regular communication and who is likely to have knowledge of the student's whereabouts and be able to contact the student at any time.

Reporting a missing student: Any member of the university community who is concerned that a New School student has gone missing should not hesitate to complete an Incident Report and submit it to both the director of security and the assistant vice president for student and campus life. The Incident Report should include all pertinent information and address the questions below:

- Is the student missing from the campus, his or her family residence, or another location?
- Is there a witness to or physical evidence of abduction or other foul play?
- Was the student despondent or mentally or physically disabled when last seen?
- Was the student experiencing academic, personal, or financial problems when last seen?
- Has the student disappeared before?
- Does the student have a known drug and/or alcohol problem?
- Has the student received any threats or warnings?
- What was the student's lifestyle? Does the student have a criminal record?
- Did the student or a possible perpetrator leave a note?
- Have related incidents been reported recently within the area (attempted abductions, suspicious persons)?

Upon receiving a report that a student is missing, the university will first try to reach the student using the New School Alerts system. If the missing student does not respond to New School Alerts within four hours of the Alert Notice, the university will attempt to contact

the student's Confidential Contact Designee. If the missing student does not contact the university within 20 hours of the university's notice to the Confidential Contact Designee, the director of security will notify the local authorities that the student has been missing for 24 hours. If the student is less than 18 years old and, therefore, subject to parental authority, the university will also notify the student's parents. Once a missing student is located, the student's well-being will have the utmost priority, but, if appropriate, referral may be made to Student Affairs for disciplinary review. In any case, Student Affairs and New School security will assist local law enforcement in all ways prescribed by law.

POLICIES ON ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

The unlawful manufacture, distribution, possession, or use of alcohol or illicit drugs is strictly prohibited on university property and/or while on official duty and/or as part of any university activity. Any action or situation that recklessly or intentionally endangers mental or physical health or involves forced consumption of alcohol or drugs for the purpose of initiation or affiliation with any organization is prohibited.

The legal age for drinking alcohol in New York is 21. Sanctions consistent with local, state, and federal law will be imposed on students and employees for violation of this policy. Sanctions may include disciplinary actions up to and including expulsion, termination of employment, and referral for prosecution. Employees must notify the vice president for human resources not later than five (5) days after any criminal drug statute conviction for a violation that occurred in the workplace. Every member of the university community is expected to abide fully by state and federal laws pertaining to alcohol, controlled substances, and illicit drugs.

REPORTING CRIMINAL INCIDENTS AND OTHER EMERGENCIES

All criminal activity and other emergencies on campus must be reported immediately to any university officer on duty or to the Security Department office at 55 West 13th Street by telephone, 212.229.7001 (24 hours), or in person. Reports of crimes that are not emergencies may be made in writing to the Security Department. Information about reported crimes is exchanged between New School Security and the New York City Police Department, including the NYPD 6th Precinct detective squad. When anonymity is requested, the university will make every effort to avoid disclosing the identity of anyone who wishes to report criminal activity confidentially without pursuing formal legal or disciplinary action.

NEW SCHOOL ALERTS

New School Alerts is a comprehensive communication system that enables the university to send messages about conditions on campus to cell phones (text and voice), landline phones, and email addresses in the event of an emergency or other critical situation. In the event that a situation arises, either on or off campus, that in the judgment of the Director of Security constitutes an ongoing or continuing threat, a university-wide warning will be issued to students, faculty and staff through the New School Alerts system. For more information and to register for New School Alerts, visit My.NewSchool.

Appendix G: Residence Hall Drug and Alcohol Policy Flyers

NO DRUGS.

Use, possession, manufacture, or distribution of any illegal or controlled substance, except as expressly permitted by law, is prohibited. Furthermore, students are prohibited from possessing any type of paraphernalia associated with the use of drugs.

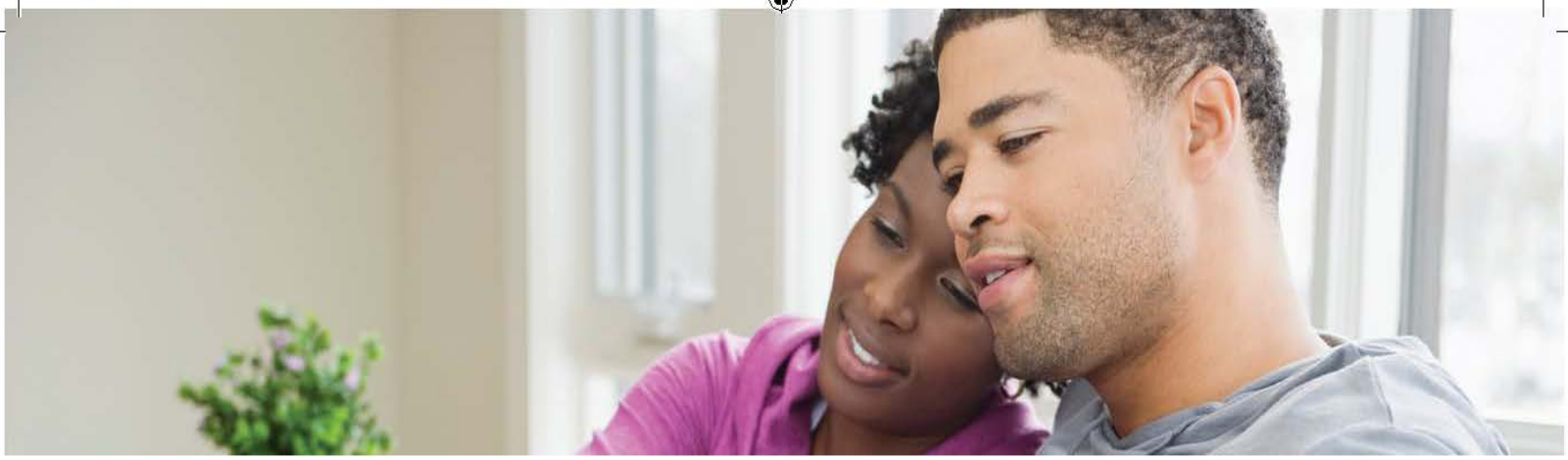
NO ALCOHOL.

Alcohol Policies: Use, possession, or distribution of alcoholic beverages, except when authorized by the Office of the Assistant Vice President for Student Affairs for a particular function, on university owned or controlled property or at university-sponsored functions is prohibited. Furthermore, the sale, distribution, or procurement of alcoholic beverages for anyone who is under the age of 21; the use of false identification to procure alcohol; and the possession on campus of any type of paraphernalia associated with the consumption of alcohol is expressly prohibited. .

Alcohol possession and use is prohibited in the Residence Halls by those students under the age of 21 and in all building common areas and in dry residences which include our primarily 1st year student residences at 13th Street Residence and Stuyvesant Park Residence. This includes empty alcohol bottles used for decoration, academic projects, or other purposes.

20th Street

Appendix H: The New School Counseling Services



The New School Counseling Services

Counseling Services offers short-term individual counseling, group counseling, psychiatric consultations, crisis intervention, referrals and workshops. All services are free to students who have paid the Student Health Services Fee. All services are confidential and any contact with our program will not be part of your academic record.

To make an appointment, call us at the telephone number below, or come in person during our hours of operation.

Contact Us

The New School
Student Health Services
80 Fifth Avenue, 3rd Floor
New York, NY 10011
(212) 229-1671 option 1
Fax: (212) 614-7484

Office Hours:

Monday – Wednesday, 9 a.m. – 7 p.m.
Thursday, 9 a.m. – 9 p.m.
Friday, 10 a.m. – 5 p.m.
Saturday, 9 a.m. – 1 p.m.
(closed on university holidays,
limited summer hours)

Walk-in Hours:

Monday – Friday, 1:45 – 2:45 p.m.
You can walk in and see a counselor during these times if you have an emergency or you cannot wait for the next available appointment.

The New School Student Health Insurance Plan is underwritten by Aetna Life Insurance Company (Aetna) and administered by Chickering Claims Administrators, Inc. Aetna Student Health℠ is the brand name for products and services provided by these companies and their applicable affiliated companies. This material is for information only. Discount offers provide access to discounted prices and are NOT insured benefits. The member is responsible for the full cost of the discounted services. Discount offers may be offered by vendors who are independent contractors and not employees or agents of Aetna. Health insurance plans contain exclusions, limitations and benefit maximums. Providers are independent contractors and are not agents of Aetna. Provider participation may change without notice. Aetna does not provide care or guarantee access to health services. Information is believed to be accurate as of the production date; however, it is subject to change.
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Appendix I: BASICS (Brief Intervention Program to Address Alcohol and Substance Abuse)

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CONTACT THE
BASICS TEAM

Telephone: 347.927.0420
Email: BASICS@newschool.edu
Website: www.HarmReductionTraining.com/BASICS

New School BASICS services are located at 80 Fifth Avenue, 6th floor (between 13th and 14th Streets).

The New School
Student Health Services
and
Department of Clinical Psychology
Center for Harm Reduction Training

www.HarmReductionTraining.com/BASICS

BASICS

A Brief Intervention Program to Address Alcohol and Substance Use

Information for Students

THE NEW SCHOOL

What is BASICS?

BASICS is the Brief Alcohol Screening and Intervention for College Students. It is a program offered by New School Counseling Services to address students' drinking patterns and other substance use.

Who is BASICS for?

BASICS is designed for college students who have concerns about their drinking or want to reduce risks associated with their drinking and other substance use. It is also for students who would like to gain a better understanding of how their drinking and substance use affects their lives, and to find out how their habits compare to other students.

How does BASICS work?

The BASICS program is offered in two individual sessions over the course of two weeks. Between the first and second sessions, you will fill out an online questionnaire that asks you to describe your drinking and substance use habits, along with how you feel about them. In the second session, your counselor will review your information with you and can offer resources and tools.

How is BASICS unique?

BASICS counselors work from a Harm Reduction perspective, which means they will not try to force you to stop drinking or using substances. Instead, the BASICS philosophy holds that any change in the direction of healthier living is positive and worthwhile. BASICS counselors provide you with non-judgmental information about your drinking habits and substance use, and will discuss any concerns you may have. This information will be based on norms, which is standardized data taken from students at The New School and across the country. It will also be based on how you described your experiences with drinking and other substance use.

How can BASICS help you?

BASICS provides information and feedback to help guide future choices with respect to your alcohol and substance use. It may dispel myths about the extent of other students' substance use, or reveal a different perspective on the impact of your own use. Ultimately, while BASICS counselors can provide you with personalized feedback, how you proceed after BASICS is up to you.

Is BASICS confidential?

BASICS is provided by counselors who are students in the PhD and MA Psychology programs at The New School for Social Research. Like all services provided at New School Counseling Services, BASICS is strictly confidential. Nothing you share with a BASICS counselor can be repeated to anyone else outside of Student Health Services without your written permission. There are some exceptions to strict confidentiality that may require the release of information: if there is imminent risk of harm to your or someone else's life, and/or a report of current child abuse. These exceptions are rare.

How much does it cost?

BASICS is a program sponsored by Counseling Services and is offered at no additional charge to you.

How can you get started?

If you are interested in coming in for a first session or if you would like to speak to someone on our staff, call 347.927.0420 or email BASICS@newschool.edu.

For more information you may also visit our website at
www.HarmReductionTraining.com/BASICS

Appendix J:Employee Assistance Program Employee Benefits

Employee Assistance Program

Pointing You In The Right Direction

We all experience times when we need a little help managing our personal lives. Your employer understands this and is providing the Employee Assistance Program (EAP) to covered employees in connection with your group insurance from The Standard Life Insurance Company of New York, to offer support, guidance and resources to help you and your family find the right balance between your work and home life.

What Can The EAP Do For Me?

Experienced member advocates – many of whom hold master's degrees within their respective disciplines – will confidentially consult with you over the telephone and direct you to the solutions and resources you need. You may also receive referrals to support groups, community resources, a network counselor or your health plan. These services are available for covered employees, their dependents, including children to age 26, and all household members. Your beneficiaries are covered for up to 90 days after your death.

The EAP Services Can Help With:

- Child care and elder care
- Alcohol and drug abuse
- Life improvement
- Difficulties in relationships
- Stress and anxiety with work or family
- Depression
- Personal achievement
- Emotional well-being
- Financial and legal concerns
- Grief and loss
- Identity theft and fraud resolution
- Will preparation

How Do I Access EAP?

Follow the directions on the wallet card on this page.

Is It Confidential?

Your calls and all counseling services are confidential. Information will be released only with your permission or as required by law.

continued on reverse

This EAP service is provided through an arrangement with Horizon Behavioral Services, LLC, which is not affiliated with The Standard. The EAP service is not an insurance product. Please contact Horizon Behavioral Services, LLC for complete terms, conditions and limitations.

Horizon Health

Call 888.293.6948 or visit www.horizoncarelink.com. The EAP is always ready to assist you. We've also provided a handy reference card for your wallet.

How To Access EAP Online

1. Enter this address in your Web browser: **www.horizoncarelink.com**
2. Enter **standard** as the login ID (in all lowercase letters) when prompted.
3. Enter **eap4u** as the password (in all lowercase letters) when prompted.

Note: It is a violation of your company's contract to share this information with individuals who are not eligible for this service.

Fold

EAP For Policyholders of
The Standard Life Insurance Company
of New York

Call this toll-free number for access
to Horizon Health EAP services.

888.293.6948
TDD 800.327.1833

Available 24 hours a day, 365 days a year.

The Standard Life Insurance
Company of New York
360 Hamilton Avenue, Suite 210
White Plains NY 10601

www.standard.com

When Is It Available?

Over-the-phone consultation and online access to EAP services are always available. Simply call the toll-free number or log on to **www.horizoncarelink.com**. In emergency situations, you may call the toll-free number to speak with a licensed staff counselor who can also connect you to emergency services.

Your program also includes up to three face-to-face assessment and counseling sessions per issue. A member advocate will work with you to schedule appointments according to your needs.

What Can WorkLife Services Do For Me?

WorkLife services can save you countless hours by researching and providing referrals for important needs like:

- Child care and elder care
- Education
- Adoption
- Pet care
- Daily living
- Travel

A broad range of educational materials and guide books on dependent care topics are also available.

How Much Does It Cost?

The EAP and WorkLife services are provided to you in connection with your employer-sponsored group insurance from The Standard. If you accept a referral to services that are not a part of your EAP program, you may be responsible for the costs associated with those services.

All The Help You Need Online

EAP provides the following online services:

- Informative guides and articles
- Monthly webinars and bulletins
- Ability to search on your own for:
  - Child care or elder care services
  - Pet care and veterinarians
  - Adoption resources
  - Health clubs and fitness centers
- Detailed maps for every search
- Self-assessments
- Healthy lifestyle guidance, from tools for diet and fitness to smoking cessation
- Videos and articles on topics like understanding depression, nutrition advice and preparing for childbirth
- Financial and legal information, including a program for completing a simple will and identity theft consultation recovery and prevention services
- Detailed calculators used to help solve common financial concerns, such as computing college finances

Appendix K : Substance Abuse Card

Substance Abuse Benefits

Inpatient Expense

Covered Medical Expenses include the treatment of a substance abuse condition while confined as an inpatient in a hospital or facility licensed for such treatment.

Covered Medical Expenses also include the charges made for treatment received during partial hospitalization in a hospital or treatment facility. Prior review and approval must be obtained on a case-by-case basis by contacting Aetna Student Health. When approved, benefits will be payable in place of an inpatient admission, whereby 2 days of partial hospitalization may be exchanged for 1 day of full hospitalization.

Benefits are payable as follows:

Preferred Care	**90% of the Negotiated Charge.**
Non-Preferred Care	**60% of the Recognized Charge.**

Benefits will include 7 inpatient days for detoxification in any calendar year and 30 inpatient days for rehabilitation in any calendar year.

Outpatient Expense

Covered Medical Expenses for outpatient diagnosis and treatment of a substance abuse condition are payable as follows:

Preferred Care	**90% of the Negotiated Charge.**
Non-Preferred Care	**60% of the Recognized Charge.**

Benefits are limited to 60 visits per Policy Year, 20 of which may be used for family counseling.

For additional questions on your benefits please contact customer service at (800) 878-1927.
www.aetnastudenthealth.com

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Appendix L: Wellness and Health Promotion Program: Drug and Alcohol Related Educational Resources

Wellness and Health Promotion
Student Health Services

80 Fifth Avenue, 3rd floor
NY, NY 10011

212.229.1671, option 4
wellness@newschool.edu

Standard Drinks

A glass of white or red wine, a bottle of beer, and a shot of whiskey or other distilled spirits all contain equivalent amounts of alcohol and are they same to a Breathalyzer.

A standard drink is:

- A 12-ounce bottle or can of regular beer
- A 5-ounce glass of wine
- A one and 1/2 ounce of 80 proof distilled spirits (either straight or in a mixed drink)

Standard Drink Calculator:
http://www.rethinkingdrinking.niaaa.nih.gov/ToolsResources/CocktailCalculator.asp

Alcohol Poisoning[i]

Alcohol depresses nerves that control involuntary actions such as breathing and the gag reflex, which prevents choking. Someone who drinks a fatal dose of alcohol will eventually stop breathing. Even if someone survives an alcohol overdose, s/he can suffer irreversible brain damage. Rapid binge drinking (which often happens on a bet or a dare) is especially dangerous because the victim can drink a fatal dose before losing consciousness.

A person's blood alcohol concentration can continue to rise even while s/he is passed out. Even after someone stops drinking, alcohol in the stomach and intestine continues to enter the bloodstream and circulate throughout the body. A person who appears to be sleeping it off may be in real danger.

What Should I Look For? Critical signs of alcohol poisoning include mental confusion, stupor, coma, or the person cannot be roused; vomiting; seizures; slow (fewer than eight breaths per minute) or irregular (10 seconds or more between breaths) breathing; and hypothermia (low body temperature), bluish skin color, and paleness.

What Should I Do? Know the danger signals. If you suspect someone has alcohol poisoning, don't wait for all the critical signs to be present. If you suspect an alcohol overdose, call 911 immediately for help.

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[i] References:
http://www.collegedrinkingprevention.gov/OtherAlcoholInformation/highSchoolGradFactSheet.aspx

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Tips for Drinking in Moderation

- Know your limit. If you are not sure, experiment at home or other safe setting with a responsible individual. Most people find that they can consume one drink per hour without any ill effects.
- Eat food while you drink. Food, especially high protein food such as meat, cheese and peanuts, will help slow the absorption of alcohol into your body.
- Drink water while you drink alcohol. Drink about 6 oz. of water for each alcoholic beverage.
- Pace your drinking, allow time between drinks.
- Consider alternating non-alcoholic "decoy" drinks with those containing alcohol; for example, drinking plain orange juice or soda every other drink.
- After the first few drinks, reduce the amount of alcohol in each drink. Your taste buds will be dulled and you won't be able to tell the difference. For example, switch to light beer or 'low alcohol' wines after the first few drinks.
- Drink only if YOU want to . . . don't let others dictate your choice.
- Keep active. Don't just sit down and drink all night. If you keep active you will drink less and will be more aware of your level of intoxication.
- Keep out of "Chugging" contests or other drinking games.
- Stop drinking before the party is over to allow time to burn off some of the alcohol. Drink non-alcoholic beverages the last hour or so.
- Avoid possible interactions between alcohol and other drugs (including certain foods and over-the-counter medications).
- Use alcohol carefully in connection with pharmaceuticals. Ask your physician or pharmacist about any precautions or prohibitions and follow any advice received.

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Updated: May 2011

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Harm Reduction 101

Principles of Harm Reduction

Harm reduction is a set of practical strategies that reduce negative consequences of a range of behaviors. Harm reduction encompasses policies regulating the use of seatbelts and helmets, sanitation in restaurants, quality assurance in factories, smoking in buildings or if you are under age 18 years or drinking until you are 21, vaccinations for school-aged children and mandatory HIV testing at public clinics for women who are pregnant, among many others.

Harm reduction is also known for its use at the personal (micro) level. For example, it incorporates a spectrum of strategies for drug use - from safer use to managed use to abstinence. Harm reduction has also been traditionally applied to sex – from regular and correct use of condoms (internal and external and lube) to HIV testing to PrEP (Pre-Exposure Prophylaxis) to abstinence.

The Harm Reduction Coalition (http://www.harmreduction.org/index.php) considers the following principles central to harm reduction practice for drug use.

- Accepts, for better and for worse that licit and illicit drug use is part of our world and chooses to work to minimize its harmful effects rather than simply ignore or condemn them.
- Understands drug use as a complex, multi-faceted phenomenon that encompasses a continuum of behaviors from severe abuse to total abstinence, and acknowledges that some ways of using drugs are clearly safer than others.
- Establishes quality of individual and community life and well-being--not necessarily cessation of all drug use--as the criteria for successful interventions and policies.
- Calls for the non-judgmental, non-coercive provision of services and resources to people who use drugs and the communities in which they live in order to assist them in reducing attendant harm.
- Ensures that drug users and those with a history of drug use routinely have a real voice in the creation of programs and policies designed to serve them.
- Affirms drugs users themselves as the primary agents of reducing the harms of their drug use, and seeks to empower users to share information and support each other in strategies which meet their actual conditions of use.
- Recognizes that the realities of poverty, class, racism, social isolation, past trauma, sex-based discrimination and other social inequalities affect both people's vulnerability to and capacity for effectively dealing with drug-related harm.
- Does not attempt to minimize or ignore the real and tragic harm and danger associated with licit and illicit drug use.

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Programmatic Resources (a sampler – there are many other great resources available)

Alcohol

- Alcohol and harm reduction: http://alcoharm.org/
- The College Student's Guide To Safe Drinking: http://hamsnetwork.org/students/
- Students for Safe Drinking: http://www.collegedrinking.org/

HIV/AIDS

- Housing Works: http://housingworks.org/
- Gay Men's Health Crisis: http://www.gmhc.org/
- Piece from 1994:
  http://www.waltodets.com/Articles/AIDS_Education_and_Harm_Reduct/aids_education_and_harm_reduct.html
  UNAIDS: http://www.unaids.org/en/ and HIV and young people:
  http://www.unaids.org/en/media/unaids/contentassets/documents/unaidspublication/2011/20110727_JC2112_Synthesis_report_en.pdf

Tobacco

- NYCDOHMH Support for Quitting Smoking: https://nycquits.org/pages/homepage.aspx

Sex

- HRC list of harm reduction agencies that work within the sex realm:
  http://www.harmreduction.org/article.php?id=721
- Harm reduction for sex addicts: http://hamsnetwork.org/sex/
- Negotiating harm reduction with partners quiz:
  http://info.med.yale.edu/psych/3s/HHRP+/HHRP+Cnslr_manual/HHRP+handouts/HHRP+grp4_handouts.pdf
- Babeland's how-to guides: http://www.babeland.com/sexinfo/howto
- Sex work and harm reduction:
  Editorial on sex work by the Open Society Institute: http://blog.soros.org/2011/04/wheres-the-harm-in-sex-work/
  Harm Reduction Guidelines for Practitioners working with Sex Worker Communities:
  http://www.harmreduction.org/downloads/SXWK_HIPS%20guidelines%20for%20HR.pdf

Syringe Exchange Programs in NYC

- Lower East Side Harm Reduction Center: http://www.leshrc.org/
- List of New York State Authorized Syringe Exchange Programs:
  http://www.health.ny.gov/diseases/aids/harm_reduction/needles_syringes/docs/sep_hours_sites.pdf

Some questions to consider:

- **How do you use harm reduction in your own life? Consider the spectrum/continuum that is harm reduction.**
- **What will be the challenges of practicing harm reduction with your residents?**

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Blood Alcohol Content (BAC)[i]

Blood alcohol content (**BAC**), also called blood alcohol concentration or blood alcohol level, is most commonly used as a measure of alcohol intoxication for legal or medical purposes.

The number of alcoholic beverages (drinks) consumed is often a poor measure of blood alcohol content because of variations in sex, body weight, and body fat.

Regardless of the methodology used to determine BAC, the following are typical effects per level:

Blood Alcohol Content (**BAC**)	**Symptoms**
0.02 — 0.03	No loss of coordination, slight euphoria and loss of shyness. Mildly relaxed and maybe a little lightheaded.
0.04 — 0.06	Feeling of well-being, relaxation, lower inhibitions, sensation of warmth. Euphoria. Some minor impairment of reasoning and memory, lowering of caution. Your behavior may become exaggerated and emotions intensified.
0.07 — 0.09	Slight impairment of balance, speech, vision, reaction time, and hearing. Euphoria. Judgment and self-control are reduced, and caution, reason and memory are impaired. You will probably believe that you are functioning better than you really are. *In some states .08 is legally impaired and it is illegal to drive at this level.*
0.10 — 0.125	Significant impairment of motor coordination and loss of good judgment. Speech may be slurred; balance, vision, reaction time and hearing will be impaired. Euphoria. *It is illegal to operate a motor vehicle at this level of intoxication in **all** states.*
0.13 — 0.15	Gross motor impairment and lack of physical control. Blurred vision and major loss of balance. Euphoria is reduced and dysphoria is

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Blood Alcohol Content (BAC)	**Symptoms**
	beginning to appear. Judgment and perception are severely impaired. *Dysphoria = An emotional state of anxiety, depression, or unease.*
0.16 — 0.19	Dysphoria predominates; nausea may appear. The drinker has the appearance of a "sloppy drunk."
0.20	Feeling dazed/confused or otherwise disoriented; may need help to stand/walk. If you injure yourself you may not feel the pain. Some people have nausea and vomiting at this level. The gag reflex is impaired and you can choke if you do vomit. Blackouts are likely at this level so you may not remember what has happened.
0.25	All mental, physical and sensory functions are severely impaired. Increased risk of asphyxiation from choking on vomit and of seriously injuring yourself by falls or other accidents.
0.30	STUPOR. You have little comprehension of where you are. You may pass out suddenly and be difficult to awaken.
0.35	Coma is possible. This is the level of surgical anesthesia.
0.40 and up	Onset of coma, and possible death due to respiratory arrest.

[i] References: http://depts.washington.edu/mcsurvey/bal/index.php and http://en.wikipedia.org/wiki/Blood_alcohol_content

Updated: May 2011

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Appendix M: Student Housing and Residence Life Drugs and Alcohol Programs

The New School Student Housing and Residence Life
Alcohol and Drug Programming
January 2012- November 2013

Date	Program Title	Location	Description
1/2012	Residence Hall Community Meetings	All residence Halls	Resident Advisors have community meetings at the beginning of the semester to discuss residence hall policies, including drug and alcohol policy for the campus, as well as safety.
8/2012	Residence Hall Community Meetings	All residence halls	Resident Advisors have community meetings at the beginning of each semester to discuss residence hall policies, including drug and alcohol policy for the campus, as well as safety.
8/2012	Club Stuy Park	Stuyvesant Park Residence Hall	RAs in this first year building put together and dance party on the first weekend students arrived to campus for students to socialize and they also received information about drug and alcohol policy at The New School. Residents also discussed drug and alcohol safety in New York City.
1/2013	Residence Hall Community Meetings	All residence halls	Resident Advisors have community meetings at the beginning of the semester to discuss residence hall policies, including drug and alcohol policy for the campus, as well as safety.
3/2013	Party in the Lounge: an alcohol education program	13th Street Residence Hall	The RAs and Residence Hall Director facilitated a program that addressed some of their concerns regarding alcohol consumption among residents. RAs wrote a series of scenarios that were taped face up to the bottom of clear plastic cups. Each resident received a cup with a drink when they entered the program, and read what happens to them when they finished their drink. Based on these scenarios, the RAs and RHD debriefed the students experience and discussed alcohol safety.
5/2013	Cinqo de Mayo Margarita Madness	20th Street Residence Hall	Utilizing the Cinqo de Mayo holiday, RAs at 20th Street facilitated a gathering where residents came together to discuss alcohol safety.
8/2013	Residence Hall	All Residence	Resident Advisors conducted floor meetings

	Community and Floor Meetings	Halls	in each of the residence halls to address drug and alcohol safety and the policies around them in each of the residence halls.
10/2013	Weed Program	Kerrey Hall at The University Center	RAs screened the documentary "Weed, followed by a Q & A with a campus Health Educator and had a discussion on harm reduction in relation to weed.
Ongoing	Monthly Floor Meetings	All Residence Halls	Resident Advisors have monthly floor meetings with their residents and frequently discuss alcohol and drug policies, especially with regard to current trends on campus.

Appendix N: Healthy Community Flyers and Contract

The Healthy Living Community

Locations: 13th Street, Stuyvesant Park and University Center Residence

About The Community:

The Healthy Living Community is a community of students who are dedicated to actively maintaining their health, and physical and mental wellness. Through planned events with housing and other student services staff, residents will have many opportunities to learn from one another as well as continue to promote overall wellness. It is recommended that residents living in this community commit to a substance free lifestyle that supports achieving their individual potential in all aspects of wellness.

Residents who live in The Healthy Living Community will be able to:

- Recognize the importance of a healthy lifestyle
- Identify lifestyle changes they can make to be their best self
- Develop collaborative programming that peaks their desire to learn more about a healthy lifestyle
- Collaboratively create an inclusive community that is dedicated to holistic health

SIC	Locations	Requirements	About
The Healthy Living Community	13th Street Residence Hall Stuyvesant Park Residence Hall University Center	Students living in this community are committed to leading a healthy lifestyle	This community aims to bring together a community of students who are dedicated to actively maintaining their physical and mental wellbeing

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RA Staff:

University Center- *Elmar Fujita, 10th Floor*

13th Street- *Lia Romero, 5th Floor*

Stuyvesant Park- *Israel Fuentes & Gabriel Lincoln-Decusatis, 4th Floor*

SIC	Location	Requirements	About	Benefits
The Healthy Living Community	Stuyvesant Park Residence Hall	Students living in this community are required to commit to leading a healthy lifestyle free of substances of any kind	A community of students who are dedicated to their holistic health such as: Maintaining their health Physical and mental wellness Living a substance free lifestyle	Live with other students who share same healthy lifestyle values and goals Create and Participate in programs based in health and wellness Work with the Health Education staff to meet the needs of students within the community Share your background and knowledge with those interested in learning from one another

PROGRAMMING EXPECTATIONS for THE HEALTHY LIVING

and in which students will become **active citizens** working toward safety, wellness and fulfillment of all within our campus, local and **global** community.

** An additional point (1) will be achieved for each program geared solely toward the residents and development of The New Music Community.

Multicultural (3 points) - Programming that encourages residents to expand their **cultural** knowledge in order to understand, appreciate and embrace internal and external differences of individuals and diverse groups. This area should focus on the many types of individuals that make up The Music Community and should reflect the focus of musical education in the areas of similarities and differences in the residential population in this community and the larger residential and university community.

Academic (3 points)- Programming that develops **intellectuality** in and out of the classroom and helps residents flourish as they are challenged at The New School and New York City. Academic programs should include faculty involvement and should be geared toward the academic needs of The Music Community.

Personal (3 points) - Programming that promotes a **healthy concept of self** as residents develop their identity and promotes balance in learning **autonomy** as residents are faced with leadership opportunities. Successful personal programs will be those that focus on the health and well being of the whole student.

Add-ons include (point value in parentheses):

- Co-programming with RA from another building, hall council or student org. (2)
- Staff involvement in the residence hall (3)
- Faculty involvement in the residence hall (4)
- Taking residents to a campus event (hosted by any department) (1)
- Civic engagement (active- volunteering time somewhere) (3)
- Civic Engagement (passive- canned food drive, raising money to donate to a cause) (1)
- Informal programs (impromptu dinners, movies, games etc) (1)

Learning Outcomes:

- Residents will develop a community that learns from, trusts and supports one another in their wellness endeavors
- Residents will gain a broader insight into their personal values and the values of others
- Residents will learn from many perspectives to draw their own conclusions from those perspectives
- Residents will cultivate skills to foster meaningful relationships across and within cultures
- Residents will be supported by student and professional housing staff members who liaise with other departments across The New School to promote a more

The Healthy Living Community

Office of Student Housing and Residence Life

Community Membership Contract

Last Name:	First Name:
2010- 11 Residence Hall: Stuyvesant Park Residence	**Room:**
2010-11 Class Year:	**Division:**
ID #:	**E-Mail:**

The goal of The Healthy Living Community is to establish a community of students who are dedicated to their holistic health in areas including but not limited to maintaining or improving their health, physical and mental wellness, and living a substance free lifestyle.

Residents living in this community are required to commit to leading a healthy lifestyle free of substances of any kind and will live with other students who share the same healthy lifestyle values and goals. Residents are expected to create and participate in programs based in health and wellness and work with student and professional staff in this area to further educate about and promote healthy lifestyles.

This contract serves as a community agreement in which everyone on the floor agrees to abide by the established standards. The contract requires the residents of the The Healthy Lifestyle Community to actively promote a health living environment by agreeing to the following:

- Assist my Resident Advisor in surveying floor needs and interests.
- Assist in the coordination of programs for the floor and residence hall about leading a healthy lifestyle.
- Share my background and knowledge as it relates to healthy living with those interested on and off my floor.

I understand the failure to comply with the above policies may result in being relocated to another residence hall space.

By signing below, I am declaring that I understand the above requirements and am able to abide by them for the duration of my stay in The Healthy Living Community.

SIGNATURE:	DATE: