



# Biennial Report 2021 - 2023

Ana G. Mendez University

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## Introduction

Ana G. Mendez University campuses prepare the Biennial Report two years in compliance with the *Drug-Free Schools and Campuses Regulations*. Part 86 of the *Education Department General Administrative Regulations (EDGAR Part 86)* requires higher education institutions to implement a program to prevent the illegal possession, use, or distribution of illicit drugs and alcohol among students and employees as a condition of receiving funds and any other financial assistance under any program. The main objective of this report is to determine the efficiency of the services and ensure compliance with the policies and regulations established to maintain a healthy study and work environment for our university community.

This report covers the years 2021 to 2023 and is available from the Office of the Chancellor and the Office of Student Affairs.

We reiterate our commitment to maintaining a healthy study and work environment for our university community.

Syndia A. Nazario-Cardona, Acting Chancellor  
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## **The Learning Environment Free of Drugs, Alcohol, and Tobacco Policy**

The Learning Environment Free of Drugs, Alcohol, and Tobacco Policy (Appendix 1) strictly prohibits students and employees of the Ana G. Mendez University (AGMU) from using, consuming, selling, distributing, possessing, or being under the influence of alcohol or any controlled substance during working hours, in or outside of work or student area or in activities sponsored by the institution.

### **Alcohol and Controlled Substances**

It is prohibited for AGMU students and employees to unlawfully use, consume, buy, sell, distribute, manufacture, possess, and/or be under the influence of alcohol or any controlled substance on AGMU's campus, on property owned or controlled by AGMU, or as part of any AGMU activity. Any student or employee who engages in this behavior will violate the Policy.

### **Tobacco Free and Smoke-Free Environment**

AGMU is committed to promoting a safe, healthy, and comfortable environment for its students, visitors, and employees. Therefore, Tobacco Products on AGMU's campus or property owned or controlled by AGMU is prohibited. All students and employees are required to adhere to this policy. "Tobacco Products" includes all forms of tobacco, including but not limited to cigarettes, cigarillos, cigars, shisha, pipes, herbal cigarettes, water pipes, electronic cigarettes (vaporizers, or any other device intended to simulate smoked tobacco), electronic hookahs, any other forms of loose leaf and all forms of smokeless tobacco, including but not limited to chew, orbs, snuff, sticks and strips and all future nicotine devices and products. The scope of this prohibition does not apply to any non-smoking products intended for use in smoking cessation programs, such as

dermal patches. Additionally, the tobacco-free and smoke-free environment policy do not apply to off-campus facilities used by the University for college events or functions. On those occasions, the tobacco policy of the facility shall be applicable. Students and employees are responsible for complying with the tobacco-free and smoke-free environment policy.

### **University Sanctions**

A student found in violation of this Policy shall be subject to one or more of the following sanctions:

1. Written Warning
2. Restrictions or Loss of Privileges
3. Disciplinary Probation
4. Community or Educational Service
5. Restitution
6. Disciplinary Suspension
7. Disciplinary Interim Suspension
8. Expulsion
9. Behavioral Requirement(s)

Descriptions of all University sanctions are detailed in the AGMU Student Code of Conduct.

## **Procedure for Reporting Criminal Acts, Violations of Institutional Policies and Regulations**

It is the responsibility of the university community to notify the Campus Director and/or Security Officer when any dangerous situation pose a risk to life, safety, or property. If dangerous situations arise, report to the Security Guard at the entrance of the campus. Criminal incidents must be reported immediately to the Campus Director and Security Officer to ensure an effective investigation and follow-up actions, such as issuing Security Alerts or Emergency Notifications.

### **Prevalence of Criminal Incidents**

AGMU collects information on the criminal incidents reported. During the years **2021 to 2023**, there were no disciplinary actions carried out for incidents related to drug abuse crimes. There were also no incidents related to the use of alcohol.

### **Notification and Disclosure Process for Students of the Policy for a Drug, Alcohol and Tobacco-Free Community and Work Environment**

The Policy for a Drug, Alcohol, and Tobacco-Free Community and Work Environment is distributed among all students officially enrolled in the different academic levels and modalities of study. The methods of disclosure used are:

- **Publication on the website of the Ana G. Méndez University**

Responsible Office: **Dean of Student Affairs**

The website of Ana G. Mendez University publishes the Student Consumer Information under the “Policies” section: The Learning Environment Free of Drugs, Alcohol, and Tobacco Policy at the following address: <https://agmu.edu/en/student-right-to-know>.

**Submission Dates: October 1, 2021, and Oct 1, 2022**

- **Distribution of Annual Security Report (*Student Consumer Information: Health and Safety Section*)**

AGMU distributes to students and employees the Annual Security Report that includes institutional policies related to campus safety, Sexual Harassment Policy, Alcohol, Weapons, and Drugs. This report fulfills the responsibility of keeping the university community informed about the criminal incidences of Ana G. Mendez University and in compliance with the federal provisions of the *Student Right to Know PL 101-542 and Campus Security Act* in Consumer Student Information.

**Notification and Disclosure Process for Employees of the Policy for a Drug-Free Community and Work and Study Environment**

The Human Resources department provides all employees with information on Institutional Policies, including the Policy for a Drug, Alcohol, and Tobacco-Free Community and Work Environment using the following outreach strategies:

- **New Employee Orientation**

Human Resources provides each new employee at the time of appointment with the policy compendium receipt. The employee completes the acknowledgment of receipt form.

- **Publication on the website of the Ana G. Mendez University**

The Human Resources department publishes the employee handbook, which includes all policies and regulations in ADP.

## **Academic Retention Counseling Services**

Students have at their disposal the following services in the Office of Academic Retention Counseling:

- Student Workshops
- Services for Students with Disabilities
- Referrals to counseling services and/or rehabilitation programs
- Academic orientation

Students can schedule an appointment and/or do a walk-in to speak to Academic Retention Counselor or be referred by the faculty or administrative staff. On the campuses, students have at their disposal to receive the services of academic retention counseling, development workshops, and referrals to treatment and rehabilitation programs.

## **Employee Services**

Ana G. Mendez University has the Employee Assistance Program (EAP), which provides full-time faculty and staff and their families with psychological and psychiatric services in situations of alcohol or drug abuse, anxiety, and depression, among others. The Employee Assistance Program (EAP) periodically publishes the Educational Bulletin through the employee health benefits website with the purpose of promoting and disseminating issues related to prevention, healthy lifestyles, and information on physical and emotional health. The information on the services of the EAP is disclosed on the employee health benefits website.



### Activities Carried Out

<b>Prevention of Use and Abuse of Controlled Substances and Tobacco</b>		
<b>Activity</b>	<b>Date</b>	<b>Number of Participants</b>
Prevention of Use and Abuse of Controlled Substances and Tobacco Orientation	May 5, 2023	17

<b>Prevention of Use and Abuse of Alcohol</b>		
<b>Activity</b>	<b>Date</b>	<b>Number of Participants</b>
Prevention of Use and Abuse of Alcohol Orientation	May 5, 2023	17

<b>Suicide Prevention</b>		
<b>Activity</b>	<b>Date</b>	<b>Number of Participants</b>
Supportive Conversations to Prevent Suicide	9-27-2023	65

<b>Local Guidance and Prevention Activities</b>		
<b>Activity</b>	<b>Date</b>	<b>Number of Participants</b>
Breast Cancer Awareness: Dr. Roqueta	10-25-2022	69
How to Keep Safe If Another Outbreak of Covid Occurs- Dr. Rojas	11-8-22	30
Breast Cancer Awareness Table	October 20-27	50
National Autism Awareness (Wear Blue Day and tabling, information and ribbons given)	April 24-28	30
Mental Health Awareness Month (tabling with self care information and green ribbons)	May 23-31, 2023	25

<b>Training and Development</b>		
<b>Activity</b>	<b>Date</b>	<b>Number of Participants</b>
Mental Health Workshop	May 17, 2023	58
We Wore Green for Mental Health Awareness and Provided table of resources in the lobby	5/18/2023	
Conflict Resolution Presentation	3-30-23	20

<b>Social Skills</b>		
<b>Activity</b>	<b>Date</b>	<b>Number of Participants</b>
Constitution Week: Table with flags and copies of constitution	September 12-15, 2022	53
What is our Constitution: Professor Vilma Patrash	September 14, 2022	
Hispanic Heritage Month: Presentation in Monitors, Luncheon, and Staff wore country flags.	Sept 27-Oct 4, 2022	25
Pride Month Tabling, information and ribbons given	October 11-21, 2022	30
Toys for Tots Toy Drive	December 2022 (Entire Mont)	40
University Christmas Tree Lighting	12-7-2022	20
Black History Month (Presentation in Monitors)	February 2023 (Entire Month)	
Employee Appreciation Week (Lunch and goodies throughout the week. Staff dressed in Superhero costumes)	March 6-10 2022	25
Big Brothers Big Sisters Open House	3-25-2023	20
National Library Week- Seventh Literary Gathering (Student Musical Performance)- Prof Arturo Vega	April 27, 2023	31
Back to School Event (Give book bags to students)	August 19, 2023	25

Appendix 1. AGMU Student Consumer Information  
Learning Environment Free of Drugs, Alcohol, and Tobacco Policy



**ANA G MENDEZ UNIVERSITY**

**STUDENT CONSUMER INFORMATION**

**Learning Environment Free of Drugs, Alcohol, and Tobacco Policy**

**Purpose**

Ana G Mendez University (“AGMU” or the “University”) is committed to creating an environment conducive to effective teaching and learning and one that promotes a safe, healthy, and comfortable environment for its students, visitors, and employees. The abuse of alcohol or controlled substances poses a direct and significant threat to this goal. This policy (hereafter “Policy”) establishes rules and procedures related to the prohibition of alcohol, controlled substances, and tobacco in accordance with state and federal laws and regulations.

**Jurisdiction**

This Policy applies to all students, regardless of enrollment status, registered for or attending AGMU courses on campus or online. Student groups and organizations may be held collectively responsible when violations of the Student Code of Conduct by

those associated with the group or organization have received consent or encouragement of the group or organization or of the groups or organization's leaders or officers.

### **Alcohol and Controlled Substances**

It is prohibited for AGMU students to unlawfully use, consume, buy, sell, distribute, manufacture, possess and/or be under the influence of alcohol or any controlled substance on AGMU's campus, on property owned or controlled by AGMU, or as part of any AGMU activity. Any student who engages in this behavior will violate this Policy.

Students under the influence of over the counter or legally prescribed medication may continue to attend class or come to work, as long as they do not pose a threat to their own safety or the safety of others, or their performance is not adversely affected.

Whether and to what extent performance is adversely affected will be determined by AGMU, in its sole discretion. A student with a medical condition who requires accommodation, including accommodation due to the effects of prescription medication, should request accommodation pursuant to AGMU's ADA Accommodation guidelines.

The possession of drug paraphernalia on AGMU's campus, on property owned or controlled by AGMU, or as part of any AGMU activity is also prohibited under this Policy.

Student Responsibilities: Students are encouraged to immediately notify University officials of any incident, situation, event, or conduct they witness or know of, demonstrating or indicating that any person violates the alcohol and controlled substances policy. This notification should be made when there is reasonable suspicion

to believe that a student uses, consumes, manufactures, sells, distributes, possesses, promotes the use (of), and/or is under the influence of alcohol or controlled substances.

Violations of Local, State and Federal Law and/or this Policy:

Students must comply with the alcohol and controlled substances policy as a condition of their enrollment. A student may be accountable to both law enforcement authorities and to the University for acts which constitute violations of law and the AGMU Student Code of Conduct. Student conduct allegedly constituting a felony or misdemeanor offense may be referred to appropriate law enforcement agencies. University disciplinary proceedings cannot be subject to challenge on the grounds that criminal charges involving the same incident have been filed, prosecuted, dismissed, reduced or otherwise resolved or that such proceedings constitute double jeopardy.

**Tobacco Free and Smoke-Free Environment**

AGMU is committed to promoting a safe, healthy, and comfortable environment for its students, visitors, and employees. Therefore, Tobacco Products on AGMU's campus or property owned or controlled by AGMU is prohibited. All students are required to adhere to this policy. "Tobacco Products" includes all forms of tobacco, including but not limited to cigarettes, cigarillos, cigars, shisha, pipes, herbal cigarettes, water pipes, electronic cigarettes (vaporizers, or any other device intended to simulate smoked tobacco), electronic hookahs, any other forms of loose leaf and all forms of smokeless tobacco, including but not limited to chew, orbs, snuff, sticks and strips and all future nicotine devices and products. The scope of this prohibition does not apply to any non-smoking products intended for use in smoking cessation programs, such as dermal patches. Additionally, the tobacco free and smoke-free environment policy does not apply to off-

campus facilities used by the University for college events or functions. On those occasions, the tobacco policy of the facility shall be applicable. Students are responsible for complying with the tobacco free and smoke-free environment policy. The responsibility for the enforcement and communication of this policy rests with all members of the University community. Visitors, contractors and other individuals on university property who are in violation of this policy should be reminded of the policy and asked to comply by immediately ceasing smoking, (or otherwise using tobacco) and discarding the tobacco. If the individual refuses to comply, they may be asked or required to leave the University property. All staff, faculty, and students in violation of the tobacco free and smoke-free environment policy should be reminded of the policy and asked to comply.

### **University Sanctions**

A student found in violation of this Policy shall be subject to one or more of the following sanctions:

1. Written Warning
2. Restrictions or Loss of Privileges
3. Disciplinary Probation
4. Community or Educational Service
5. Restitution
6. Disciplinary Suspension
7. Disciplinary Interim Suspension
8. Expulsion
9. Behavioral Requirement(s)

Descriptions of all University sanctions are detailed in the AGMU Student Code of Conduct.

### **Disclosures**

Pursuant to federal regulation, AGMU will annually distribute in writing to each student standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the institution's property or as part of any of the institution's activities; that will include:

1. Description of applicable legal sanctions under state, local, and federal law;
2. Description of health risks;
3. Description of available counseling, treatment, rehabilitation, or re-entry programs; and
4. A clear statement that institution will impose sanctions for violation of standards of conduct and a description of the sanctions.

### **Biennial Review**

A biennial review of this Policy will be conducted to ensure their effectiveness, consistent enforcement, and to implement any necessary changes. A copy of this report may be found in [Student Consumer Information](#).

### **Associated Laws & Regulations**

1. Drug-Free Workplace Act of 1988
2. Drug-Free Schools and Campuses Regulations of 1989
3. Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

4. Higher education Opportunity Act HEOA Sec. 107 amended HEA Sec. 120 (20 U.S.C. 1011i); HEA Sec. 120(a)(2)(B)-(C). HEOA amendment effective August 14, 2008 34 CFR 86

[Learning Environment Free of Drugs, Alcohol, and Tobacco Policy](#)