ASUM SENATE AGENDA
Mt. Sentinel Rooms
April 11, 1990
6:00 p.m.

1. Call Meeting to Order

2. Roll Call

3. Approval of April 4, 1990, Minutes

4. President's Report
   a. Comments
   b. Semester Transition
   c. Dr. James Lopach, Semester Transition Committee
   d. Senate Information Table - Linda Farr
   e. Self-funded Insurance System
   f. Oversight of Student Fees
   g. Drug and Alcohol Committee Booklet

5. Vice President's Report
   a. Parliamentary Procedure
   b. Media Workshop
   c. Committee Appointments

6. Business Manager's Report

7. Committee Reports

8. Public Comment Period

9. Old Business

10. New Business

11. Comments

12. Adjournment
ASUM SENATE TALLY SHEET

SENATE MEMBERS

- Dan Astle
- Teresa Bell
- Tim Berg
- Tim Dahlberg
- Linda Farr
- Eric Hummel
- Kelli McMaster
- Justin B. Nelson
- Scott Nelson
- Linn M. Parish
- Paula Pellitteri
- Pat Price
- Geannine Rapp
- Polly Rhodes
- Amy Clark Stevens
- Tyler Thompson
- Annie Thorgrimson
- Marc Vessar
- Steve Young
- Ed Zink
- Ex-officio

ASUM OFFICERS

- Chris Warden
  President
- Alice Hinshaw
  Vice-President
- Doug Wagner
  Business Manager

FACULTY ADVISOR

- Pat Edgar
Chairman Hinshaw called the meeting to order at 6:12 p.m. Members present were Astle, Bell, Berg, Dahlberg, Farr, McMaster, J. Nelson, S. Nelson, Parish, Pelletier, Price, Rapp, Rhodes, Stevens, Thompson, Thorgrimson, Vessar, Young, Zink, President Warden and Business Manager Wagner. Excused was Hummel.

Berg - Price moved to approve the minutes of the April 4, 1990, meeting as written. Upon vote, the motion passed.

President's Report

a. Warden presented the names of the following persons for directorship positions:

SLA Director, Greg Fine - Price - Vessar moved to approve. Upon vote, the motion passed.

Programming Director, Rob Beckman - Price - Vessar moved to approve. Upon vote, the motion passed.

SAC Director, Glenda Skillen - Price - Pelletier moved to approve. Upon vote, the motion passed.

b. There will be a special session of the ASUM Senate on Monday, April 16, at 7 a.m. in the ASUM Conference Room 114 for discussion of the semester transition.

c. Dr. James Lopach, Semester Transition Committee Chairman, gave an informational talk on the transition. He said that the transition was mandated by the Regents. WMC and Montana Tech are on semesters. The rest of the system must convert by fall '92. EMC and MSU will convert fall '91. The effect on students is the prime concern of the Committee. The Committee's first adopted guideline was that students may not be injured by the transition process, i.e., caught in the transition switch to semesters after having started on quarter system.

Lopach stated the importance of students approaching dept. heads and deans in their discipline to air concerns. In the '91-92 academic year students should meet with their advisor. Each department will have an agreement to sign, along with the department chair, that will show courses completed and courses needed to be completed for graduation in that area. In some instances waivers may be given.
There will be a semester transition tribunal, probably made up of three faculty, one student and one dean. It will be up to the student to approach the dean in a discipline and state the grievance. If the student receives no satisfaction, then the tribunal will hear the grievance to assure fair treatment.

The Transition Committee will be putting out newsletters regarding the development of the transition. The one coming out soon will go to faculty, encouraging them to talk to advisees about potential problems and stressing that the students should finish their general requirements and sequences to eliminate problems later.

There are subcommittees dealing with various aspects of the transition. The Academic Policy Subcommittee is reviewing all academic policies and deciding what to do under semester policy. They are reviewing the warning/suspension system - now a three-term warning system; later, a three-semester warning system or what? Another subcommittee is addressing the fee structure - special fees for courses, late fees, deferred payment schedule, etc. Another subcommittee is dealing with the summer school schedule. Summer '92 will be the last summer session before the conversion. Decisions have to be made on when to start and finish that year, how long the session(s) should be, questions about campus maintenance and how that will fit in.

Lopach then fielded questions from the senators about: why the transition - unify system, easier credit transfer, cheaper (machinery usage/printing less); student teaching and internships - maybe longer teaching sessions or special courses; fee decreases for partial course repeat - maybe waivers, delayed class attendance, independent study; credit system - to translate quarter credits to semester credits, multiply by .667 (taken as lump); courses available after student teaching at time needed - curriculum planning very important for just these reasons; calendar - '93-94 approved by Regents is orientation 8/23, last exams 12/21, second semester 1/11, last exams 5/12 (one week spring break); new catalog for special advising sessions - semester catalog and conversion handbook will be available; class restrictions due to small inventory of equipment - biggest challenge to have enough sections of high demand classes, anticipation that flow of money will go to those classes; more professors to meet demands - typical for enrollment to initially decrease during transition; summer school - questionnaire circulating from Dean Spencer asking for feedback on proposals; segmented classes - faculty needs input for this type of class.
Lopach said the University is making a proposal to the Regents that the flat fee system be dropped and that each credit be paid by increments.

d. Linda Farr announced that an information table will be set up in the UC Tuesday, April 17, from 9-3. She and Ed Zink have a sign-up sheet for the Senators and encouraged them to be at the table to make it a success.

e. Warden handed out information on the Self-funded Insurance System (Exhibit A) and encouraged Senators to read it and give him some input as to their feelings.

f. Warden feels students will be seeing an increase in usage fees - from Physical Plant for parking fees, UC in operating fees charged, orientation fees, etc. He said there will be roundtable discussions at future Senate meetings addressing these issues.

g. Warden handed out a booklet from the Drug and Alcohol Committee on guidelines (Exhibit B) and asked senators to read through and approach him for questions in preparation for a vote next week.

Vice President's Report

a. Advisor Edgar discussed some points of parliamentary procedure and the use of "previous question" - should only be used when debate is dragging on or repetitive to avoid redundancy.

b. Hinshaw said that Senators Bell, Berg and Dahlberg will be attending the Media Workshop.

c. Justin and Scott Nelson will be on the Health Services Committee.

Hinshaw offered the following slate of committee members for approval:

Semester Transition Pat Price
Ad hoc, Smoking Policy Dan Astle
Aux. Services Mark Vessar, Eric Hummel
Health Services Justin Nelson, Scott Nelson, Cathy Pennie, Kathleen Wald
Student Union Board Paul Sliter, Darcy Schacher, Cody Hagerman, Doug Wagner, Nathan Wilkinson, Cory Henderson
Acad. Standard Curr. George Gupton, Linda Farr, Dan Astle, Rebecca Bullock
Scholarship Jackson Redhorn
Graduate Council Jessie Monroe

Warden - Price moved to accept the slate. Upon vote, motion passed.
Hinshaw proposed Cody Hagerman as chairperson of Student Union Board. Warden - Price moved to accept the proposal. Upon vote, motion passed.

Chris Swift resigned as a member of the Computer User Committee. Please see Hinshaw if interested.

Hinshaw indicated that the liaison project response has not been good and requested that senators please sign up. Response to sign-up for Senate office hours has been good.

Hinshaw welcomed Dave Haskins - SAC Recycling Coordinator.

Business Manager's Report

Warden said that five policy changes will be coming up in the future.

Committee Reports - None

Public Comment Period - None

Old Business - None

New Business

Warden - Vessar moved to put Drug and Alcohol Committee policy draft under Old Business for the April 18 Senate meeting.

Comments

Pat Edgar offered his address and phone for the record:

Pat Edgar  
2315 Foothills Drive  
Missoula, Montana 59803  
251-4229 (H) 243-2105 (O)

Adjournment

Price - Vessar moved to adjourn at 7:43 p.m. Upon vote, motion passed.

Respectfully submitted,

Carol Hayes  
ASUM Office Manager
Risk Factors Involved for a Partial Self Funded Student Insurance University of Montana

Blue Cross/Blue Shield Claims History UM Student Plan

<table>
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<tr>
<th>Contract Year</th>
<th>Income &amp; Expenses</th>
<th>Estimated AY Enrollment*</th>
</tr>
</thead>
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<tr>
<td>10/1/85-9/30/86</td>
<td>Income $641,759.77 Expense $482,923.04 + $158,836.03</td>
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<tr>
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<td>Income $513,089.84 Expense $531,480.10</td>
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<tr>
<td>10/1/86-9/30/87</td>
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<td>Income $640,396.50 Expense $551,193.59 + $18,390.26</td>
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<td>10/1/87-9/30/88</td>
<td>Income $720,456.50 Expense $521,040.78 + $199,415.72</td>
<td>14,703</td>
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We do not have figures for 1989-90 from Blue Cross/Blue Shield; however, attached is the renewal rating information. Note that the paid claims are from 3/1/89 through 3/1/90 which constitutes overlapping contract years. Note also they are requesting a retention rate of 20%.

If we had been self-funded since 10/1/85, the money accumulated in the reserve fund would be $429,064.40.

1986          + $158,836.03
1987          - $18,390.26
1988          + $99,101.91
1989          + $199,415.72

$429,064.40 Balance forward 10/1/89

The risk factor is clearly shown during the 1987 contract year. The program took a loss. If this were to happen during the first year of a self-funded program, there would be no reserve and we would be in trouble. That reserve is projected to come from the Student Health Service fund if necessary.

Another risk factor is the legal liability. The University of Montana/State of Montana must assume this liability.
Using the Renewal Rating provided by Blue Cross/Blue Shield, if we were to take their projected need as indicated, accept their new rates of $63.00 and $99.00, use an automatic collection, and require proof of coverage for refund, roll in the summer coverage as requested, it could be projected that the University of Montana Student Self-funded plan could produce the potential figures on the attached page. Following are definitions to assist you with understanding the figures on the attached page.

**DEFINITIONS**

1. **ANNUAL GROUP MEMBERSHIP** - Estimated annual enrollment based on previous enrollment figures.

2. **REVENUE** - Estimated annual premiums collected.

3. **ADMIN. 10%** - 10% of premiums collected paid to an organization for administration of the program. This would include paying claims, drafting plan documents, utilization reporting, providing brochures, etc.

4. **STOP/LOSS INSUR. 110%** - Stop-loss or re-insurance cost to the program for paying an aggregate amount of claims that would surpass 110% of the premiums collected during an annual contract.

5. **REV. AVAILABLE FOR CLAIMS** - Total premiums collected during the year minus the 10% for administration plus the cost for the stop-loss insurance.

6. **PROJECTED CLAIMS PAID** - Projected claims to be paid, based on previous claims paid experience.

7. **PROJECTED GAIN/(LOSS)** - Amount of profit projected based on revenue minus expenses. (This would be the amount that would go into the reserve pool or Trust Fund.)

8. **MAXIMUM RISK WINDOW** - Maximum liability to the program after REVENUE AVAILABLE FOR CLAIMS has been exhausted and before the STOP-LOSS INSURANCE would kick in.

9. **TOTAL CLAIMS LIABILITY** - Combination of REVENUE AVAILABLE FOR CLAIMS plus MAXIMUM RISK WINDOW. The maximum claims liability to the program before the stop-loss insurance would kick in.

There is only one difference between I, II, and III. The percentage of stop-loss insurance changes. IV, V, and VI are based on a 10% increase in premium rather than $63.00, plus the percentage of stop-loss insurance.
### I. PREMIUM PER QUARTER

<table>
<thead>
<tr>
<th>Annual Group Membership</th>
<th>Revenue</th>
<th>Admin. 10%</th>
<th>Stop/Loss Insur. 110%</th>
<th>Rev. Available for Claims</th>
<th>Projected Claims Paid</th>
<th>Projected Gain/(Loss)</th>
<th>Maximum Risk Window</th>
<th>Total Claims Liability</th>
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<th>Stop/Loss Insur. 120%</th>
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<th>Projected Gain/(Loss)</th>
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<th>Stop/Loss Insur. 130%</th>
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<th>PROJECTED GAIN/(LOSS)</th>
<th>MAXIMUM RISK WINDOW</th>
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<td>$913,968.00</td>
</tr>
</tbody>
</table>
Renewal Rating for the 1990-91 School Year

Paid Claims (3/1/89 to 3/1/90) $621,199
Adjust to Incurred (Factor 1.03) 639,835
Trend Factor @ 23.1% = 1.367 for 18 Months 874,654
Retention 80%
Projected Need (10/89 through 9/90) 1,093,318
Projected Revenue At Current Rates 909,177
Rate Adjustment Factor 1.203

New Rates With Proposed Increases Would Be:

<table>
<thead>
<tr>
<th></th>
<th>Old Rates</th>
<th>New Rates</th>
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</thead>
<tbody>
<tr>
<td>Regular Quarter</td>
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<tr>
<td>Regular Semester</td>
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<td>Summer Semester</td>
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These guidelines describe the University of Montana's policies and expectations regarding use of alcohol and non-use of illegal drugs by faculty, staff, and students on University property, at University-sponsored events, or by University-recognized organizations. The purpose of this document is to express the University's social responsibility for providing educational and prevention programs and to emphasize the importance of individual faculty, staff, and student responsibility for their behavior in complying with Board of Regents policies, University of Montana policies, state laws, and local ordinances pertaining to the non-use of illegal drugs and the responsible use of alcohol.

HEALTH RISKS

Abusive alcohol consumption and use of illicit drugs are known health risks. These risks include physiological and psychological afflictions.

ALCOHOL

Consumption of alcoholic beverages on University property is prohibited by Board of Regents policy except for individual residence hall rooms, individual family housing units, or locations authorized by the President of the University. Authorization must conform to the following conditions:
(1) consumption must be in connection with a substantive event;
(2) food and non-alcoholic beverages must be available; (3) the event must be monitored to prevent consumption by a person not of legal age (Board of Regents Policy 503.1, May 15, 1985).

All events held on campus involving the service of alcohol must be scheduled with the University Center Scheduling Office. The University of Montana has a primary goal of providing information about policies, laws, and procedures while promoting legal and responsible behavior in the serving and consumption of alcoholic beverages. Montana state statutes recognize the legal age of 21 for consumption of alcoholic beverages. Alcohol is defined as beer, wine, liquor, or other intoxicating beverages.

Residence Halls and Family Housing

1. The use and possession of alcohol is permitted only in the privacy of a student's room or individual family housing unit, providing all occupants are of legal age (21 years old). Alcoholic beverages may not be consumed in hallways, lounges, utility rooms, and other public areas.
2. Keggers and parties involving large amounts of alcohol, as determined by the residence halls staff, are prohibited in students' rooms.

3. Residence hall social funds may not be used for the purchase of alcoholic beverages.

4. Residence halls and family housing-sponsored functions involving alcoholic beverages shall adhere to the guidelines governing alcohol marketing and risk management practices listed elsewhere in this policy.

Greek Organizations

1. The possession, use, and/or consumption of alcoholic beverages at men's and women's fraternity houses and functions must conform with policies established by the Board of Regents, University of Montana, and with national chapter policies, local ordinances, and state laws.

2. Open parties, meaning those with unrestricted access which involve the consumption of alcoholic beverages, are prohibited. Access must be controlled for invited guests.

3. At any event where alcohol is served, a system must be implemented to insure that alcoholic beverages are not accessible or served to persons under the legal drinking age or to persons who appear to be intoxicated, regardless of age.

4. The sale of alcohol or any indirect means of collecting money to pay for alcoholic beverages is prohibited unless the event is catered by a licensed vendor.

5. No Greek organization will serve or permit the use, possession, or consumption of alcoholic beverages at RUSH functions.

6. Chapter funds should not be used for the purchase of alcoholic beverages.

7. Each chapter and the Greek system shall adhere to the guidelines governing alcohol marketing and risk management practices listed elsewhere in this policy.
University-Recognized Clubs, Organizations, and Campus Events

1. Clubs, organizations, and campus events include, but are not limited to, sport groups, academic honoraries, athletic teams, ROTC, service organizations, athletic events, sponsored parties, tailgate parties, dances, picnics, banquets, field trips, sponsored recreational events, and social functions.

2. The possession, use, and/or consumption of alcoholic beverages by University-recognized clubs, organizations and at campus events must conform with policies established by the Board of Regents and University of Montana, local ordinances, and state laws.

3. Any event held on University property that involves the service of alcoholic beverages must be scheduled with the University Center Scheduling Office.

4. At any event where alcohol is served, a system must be implemented to insure that alcoholic beverages are not accessible or served to persons under the legal drinking age or to persons who appear to be intoxicated, regardless of age.

5. The sale of alcohol or any indirect means of collecting money to pay for alcoholic beverages is prohibited unless the event is catered by a licensed vendor.

6. Club or organizational funds should not be used to purchase alcoholic beverages without proper approval for entertainment expenses.

7. Each club or organization shall adhere to the alcohol marketing guidelines and risk management practices listed elsewhere in this policy.

ILLEGIT DRUGS

Use, possession, manufacture, sale, or distribution of any illegally controlled substance on University property or at University-sponsored activities is prohibited. This is in compliance with federal and state statutes, the University of Montana Student Conduct Code and the Drug-Free Workplace Act of 1988.
ENFORCEMENT

Individuals who violate University policies, city ordinances, state or federal laws are subject to disciplinary action according to University of Montana Student Conduct Code, personnel policies, and/or criminal prosecution. This includes the abuse of alcohol, use, possession, sale, or manufacture of illicit drugs.

Enforcement procedures will not replace more stringent sorority/fraternity regulations which are imposed by their national organizations. These guidelines are minimum standards expected by the University of Montana.

Student sanctions may include reprimand, probation, suspension, expulsion, and/or restitution as well as required attendance at educational programs. Depending upon the seriousness and/or frequency of the conduct code violation, a student may be assigned to any level of the following educational programs:

a. Required attendance of a three-hour educational program presented by the Drug and Alcohol Prevention Program and possible required attendance at one open meeting of Alcoholics Anonymous. The student will be required to submit a written report on the AA meeting.

b. Required attendance of an eight-hour educational program presented by the Drug and Alcohol Prevention Program. The student may be required to attend four Alcoholics Anonymous meetings and submit a written report.

c. Required attendance of regular counseling sessions or other treatment as recommended by personnel of the Drug and Alcohol Prevention Program. The duration of this counseling or treatment requirement will be determined by the counselor.

Employees who violate policies will be subject to disciplinary action in accordance with personnel policies, collective bargaining agreements, local, state or federal laws and could result in termination and/or criminal prosecution.

Groups violating University drug and alcohol regulations will be cause for discontinuance of the University-recognized event and subsequent denial of University service and facilities.
MARKETING GUIDELINES AND RISK MANAGEMENT PRACTICES

Marketing guidelines and risk management practices are intended to help safeguard the University community against potential harm and exposure to legal liability. Therefore, it is imperative that policies be consistently enforced and the following strategies be incorporated into planning and implementing any event.

1. Events should be promoted which are alcohol free.

2. Reasonable amounts of food and non-alcoholic beverages must be served for the duration of the event.

3. Consumption of alcoholic beverages by minors is prohibited. Consumption must be permitted only within designated and monitored areas for the event.

4. Drinking competitions must not be sponsored.

5. Service and consumption of alcoholic beverages must not exceed four hours.

6. Number of drinks should be limited. Persons must not be served who appear to be intoxicated.

7. Access to the event must be controlled.

8. Campus Safety and Security must be informed prior to any event serving alcohol.

9. Assistance should be provided to individuals who are abusing drugs and alcohol.

10. Safe transportation to and from events should be encouraged and/or provided, including a designated driver program.

11. Alcohol consumption at tailgate parties must not continue for more than one hour after the conclusion of the event.

12. Marketing programs must have educational value and subscribe to the philosophy of responsible and legal use of the products represented.

13. Ongoing education should be provided by the University to inform individuals about the potential risk associated with excessive use of alcohol and the use of illicit drugs.
14. Promotion of beverage alcohol should not encourage any form of alcohol abuse nor should it place emphasis on quantity and frequency of use. Alcohol should not be the focus of the event.

15. The amount of alcohol should not be used as an inducement to attend or participate in an event, and promotional material should not make references to the amount of alcohol available for consumption.

16. No uncontrolled sampling as part of campus marketing programs should be permitted, and no sampling or other promotional activities should include drinking contests.

17. Beverage alcohol (such as kegs or cases) should not be provided as free awards to individual students or campus groups.

COUNSELING, TREATMENT, AND REHABILITATION PROGRAMS

A wide range of support services are available to the University community, including short term counseling and referral to inpatient and outpatient treatment programs on campus, in Missoula, and regionally. Students who are at risk should contact the Counseling Center or the Student Health Service for information. Employees should contact the Employee Assistance Program or Human Resources for information.

REFERENCES

Refer to Board of Regents Policy 503.1 MCA 16-4-109, University of Montana Student Conduct Code, University of Montana Men's & Women's Fraternities Relationship Statement, University of Montana Residence Halls Handbook, University of Montana Personnel Policy, Drug-Free Workplace, Number 58.0, University of Montana Facilities Rental and Use Policy, General Control and Use of University Property, Number 10.0, Service of Alcoholic Beverages, Number 40.1, and Tailgate Parties, Number 40.2, and Drug Education and Testing Policy for University of Montana Student Athletes. For further information contact University of Montana Legal Counsel, Dean of Students, Campus Safety and Security, or University Center Scheduling Office.