



Universidad Central de Bayamón
Biennial Report 2020-2022

*Dean Of Students Affairs
And Community Service*

Contents

INTRODUCTION.....	3
PURPOSE	3
SCHEDULE OF PREVENTION ACTIVITIES.....	5
POLICIES	6
Housing and Residence Life Policy.....	6
Athletics Policy.....	8
PROCEDURES FOR STUDENT AND EMPLOYEES	8
Disclosure process to students and employees.....	8
STANDARDS OF CONDUCT, SERVICES AND APPLICABLE SANCTIONS.....	9
Disciplinary measures	9
Applicable state laws and penalties.....	10
Drugs and their effects.....	15
Support resources.....	16
DEAN OF STUDENT AFFAIRS AND COMMUNITY SERVICES.....	20
STANDARDS OF CONDUCT, SERVICES AND APPLICABLE SANCTIONS.....	20
EMPHASIS ON FRESHMEN AND TRANSFER STUDENTS.....	21
SUMMARY OF ACTIVITIES MADE BY DIFFERENT UNITS AT UCB.....	22
INVENTORY OF ACTIVITIES FOR THE BIENNIAL REPORT	23
Summary of strengths and areas for improvements	31
Annexed	32



Biennial Report 2020-2022

Dean Of Students Affairs And Community Service

INTRODUCTION

As stated in its mission, Universidad Central de Bayamón (UCB) promotes the overall development of its students through an education of excellence forming them as professionals and leaders who, with a strong social commitment build a cultural, technological and business world from gospel values of Christian humanism, being a Catholic higher education institution founded by the Dominican of Preachers. It is committed to fostering in its student's body, faculty staff and to administrative staff the values of: charity, spirituality, studiousness, truth, cultural promotion, professionalism, integrity, community life, social justice and solidarity. Aligned with this mission, the Dean of Students Affairs provides services and activities designed to promote the integral development of students throughout their studies at the UCB. The institution provides support for the transition to university life, allowing students to become active participants and leaders with humanistic and Christian values, respect for cultural differences individually and globally, within a framework of understanding appreciation of the rights and responsibilities of students. The Dean of Student Affairs and Community Services coordinates and supports the integrated management of UCB activities relevant to the promotion of healthy life, styles free of high-risk behaviors in the university campus and the external community. This office is in charge of the affiliations with other institutions that support prevention programs such as SAMHSA, The Higher Education Center for Alcohol, Drug Abuse, and Violence Prevention and CRUSADA.

PURPOSE

Universidad Central de Bayamon (UCB) is committed to promoting a safe and healthy environment in the university community. This is why the UCB, in accordance with federal and state laws, in its best interest in contributing to combat the serious problem of the illegal use of controlled substances. UCB established an institutional policy and declares that the use of alcohol and tobacco in Puerto Rico is incompatible with the effective performance of the functions and duties of its students and employees, within or outside the learning and work environment.

It is common knowledge that people who make regular use of these substances tend to suffer impairment in their mental and motor skills, which is detrimental to their work performance, academic, among others, and can lead to accidents that are harmful to themselves, to other colleagues at work or study site and to others in the university's community. Therefore, the preparation, distribution, possession or illegal use of drugs are prohibiting in areas or properties of the institution, as well as in any institutional activity within or outside the premises of the campus.

For these purposes, and in accordance with the Public Laws of the Congress of the United States of America, Number 100-690, of November 18, 1988, and Number 101-226, of December 12, 1989; "The Drug-Free Schools and Communities Act (DFSCA) and" Drugs Free Schools and Campuses Regulations "(Part 86 of the Department's General Administrative Regulations); Controlled Substances Act of Puerto Rico, Number 4, of June 23, 1971; Law No. 59 of August 8, 1997, Law to Regulate Testing for the Detection of Controlled Substances in the Private Labor Sector and the No Smoking Act, No. 40 of August 3, 1993, the UCB adopted the Policy to Promote a Work and Study Environment Free of Drugs, Alcohol and Tobacco (ADM 16-06).

The UCB establish a Prevention Program in order to develop a plan of activities through workshops, guidance, promotion, and dissemination that promotes prevention in the use of illicit drugs, alcohol and tobacco in a manner that creates awareness of the styles of healthy life among the members of the university's community. This plan includes a calendar of disclosure of the regulations that prohibit the use of illicit drugs, the misuse of legal drugs, the consumption of alcoholic beverages and smoking in places not permitted by law of the State or by the Institution, to all new, active and prospects students and employees.

These efforts are coordinated by the Prevention Committee, which is appointed by the President of the Institution. This committee composed by the management staff of the following offices: Dean of Student Affairs and Community Services, Human Resources, Guidance and Counseling Center, Center for the Strengthening of Learning and Student Success (CFAEE), University Pastoral, General Services and Preschool and Care Center.

SCHEDULE OF PREVENTION ACTIVITIES

Concept	January	February	March	April	May	June	July	August	September	October	November	December	Responsible and strategies
Disclosure of institutional policies and regulations for a community free of alcohol, tobacco and controlled substances.	New students			New students		New students		New students		Students and employees (1/oct)			Dean of Student Affairs and Community Services, Human Resources Office and Compliance Office. Strategies: <ul style="list-style-type: none"> • Update all the information related to the Institutional documents to be disclose through the service or academic offices. • Perform the disclosure process through emails to students and employees.
Development of informative material on health consequences of the use and abuse of drugs, alcohol and tobacco; applicable laws and penalties.													Dean of Student Affairs and Community Services, Human Resources Office, Guidance and Counseling Center Prevention Committee Strategies: <ul style="list-style-type: none"> • Create booklets • Newsletter
Informative booth about help services available on campus and in the community.													Dean of Student Affairs and Community Services, Human Resources Office, Guidance and Counseling Center
Disclosure of informative material on topics related to the prevention of the use of alcohol, tobacco and controlled substances, through email and social networks.													Dean of Student Affairs and Community Services, Human Resources Office, Guidance and Counseling Center
Workshops and prevention conferences on the use and abuse of drugs and alcohol.													Dean of Student Affairs and Community Services, Human Resources Office, Guidance and Counseling Center

POLICIES

Policy for a Study and Work Environment Free of Drugs, Alcohol and Tobacco (ADM 16-06)

The UCB reaffirms its commitment to promote a safe and healthy environment in the university community, as well as provide an excellent service aimed at the full realization and achievement of our mission and vision as a humanist, Dominican and Catholic institution

Likewise, assistance to the institution, employees, students or community in general who are under the influence of alcoholic beverages, and / or controlled substances prohibited. Likewise, the use of tobacco and cigarettes in any of its manifestations in unauthorized places within or outside the institution is prohibited.

Some of the controlled substances prohibited for consumption are:

- a) Illicit drugs or controlled substances;
- b) Drugs or medicines without a prescription that can cause a negative side effect and risk safety in the study or work environment;
- c) Synthetic drugs, or of a similar nature;
- d) Alcoholic beverages and;
- e) Drug paraphernalia, among others.

Any student and/or employee who incurs in a violation of the Policy for a study and work environment free of drugs, alcohol and tobacco, may be subject to the application of disciplinary measures, according to the regulations established by the Institution and federal laws and applicable state. These disciplinary measures may include, but are not limited to in the case of employees; termination of employment, and in the case of students; expulsion.

Housing and Residence Life Policy

The University's residences are encouraged to social, moral and intellectual development in an atmosphere that encourages the study and good human relations to target student's academic achievement. The diversity of students residing on Campus is a source of cultural and educational enrichment. The residence is an ideal place to share experiences that enrich the personality of the residents and foster healthy social coexistence skills. These experiences are characterized by cooperation and mutual respect.

It is prohibited the use, possession, consumption and distribution of alcoholic beverages, legal drugs without prescription and illicit substances in the residence, as described in the Residence

Manual. In accordance with these rules, will not be allow any resident to return to residence under the influence of alcohol, drugs or other illegal substances¹.

The residents may observe a correct, courteous and responsible behavior. A violation of any rules, policies, protocols and institutional, federal and state regulations involves a disciplinary sanction, as established in the Residence Manual. After an incident, the resident will attend a meeting with the Residence's Administrator. The Administrator has the right to restrict entrance to a resident until they meet with him/her.

The Administrator will acknowledge the situation and will decide if there is a violation or not to the rules, protocols or regulations established in the residence. In addition, will determine the appropriate disciplinary sanction. The resident will receive a written notification from the Administrator and it will be file in the student's record.

Serious violations to the rules, protocols, policies, and institutional, federal and state regulations can lead to temporary or permanent suspension (expulsion) of the resident. All disciplinary actions shall be notifying to the resident in writing, except for the verbal sanctions. Verbal sanctions will be recorded in the resident's file. The disciplinary system is detailed in Appendix A of the Residence Manual.

- Less serious offences may result in verbal or written reprimand with a notice to parents or legal tutor, fines, probation, temporary suspension or non-renewal of contract.
- Residents may appeal the decision of the Administrator of the residence within the next five (5) days from the date on which it was notify. Resident must submit appeal in writing within the indicated term. If not filling for an appeal, the decision of the Administrator will be final.
- The Administrator reserves the right to initiate a procedure for independent discipline under the provisions of the Residence Manual.
- Access to the residence will not be allow to any resident who is suspended or expelled as a result of disciplinary action.

¹ Orden Ejecutiva ADM 16-06, Política para un ambiente de estudio y trabajo libre de drogas, alcohol y Tabaco; "Drugs-Free School's and Communities Act; Drugs-Free Schools and Campuses Regulations; Ley Núm. 4 del 23 de junio de 1971, Ley de Sustancias Controladas de Puerto Rico; Ley de Núm. 59 del 8 de agosto de 1997, Ley para Reglamentar las Pruebas de Detección de Sustancias Controladas en el Sector Laboral Privado y la Ley Núm. 40 del 3 de agosto de 1993, Ley de No Fumar.

Athletics Policy

UCB affiliated with the Interuniversity Athletic League (LAI) of Puerto Rico and the Virgin Islands. Voluntary group of higher education teaching institutions, organized in 1929 with the purpose of promoting and regulating sports among its members.

The UCB as a member of the LAI agree to carry out the purposes that arise from the following Declaration of Principles, which constitute common objectives whose fulfillment concerns all, both individually and collectively:

- a. We reaffirm the educational validity of sports competition as an excellent resource to form the personality of the student.
- b. We agree that the interuniversity recreational and sports competitions governed by ethical standards to be rigorously implemented. We aspire for competitive sports to promote:
 1. physical and mental health
 2. Self-discipline
 3. Honesty and honesty
 4. Self-esteem
 5. Humility in victory and dignity in defeat
 6. Companionship
 7. Leadership
 8. Institutional loyalty.

The Interuniversity Athletic League should stimulate precious ethical and social values in our community, as established in its General Regulations.

All institutions affiliated to the LAI must comply with the General Regulations and the Regulations for administering doping control tests. The Athletic Department is the dependency that ensure that our athletes' student comply with all rules, policies and regulations, both Institutional and at the LAI level.

PROCEDURES FOR STUDENT AND EMPLOYEES

Disclosure process to students and employees

The UCB in compliance with the Drugs Free Schools and Communities Act (DFSCA), which establishes that every university institution must annually disclose information related to the Policy for a Study Environment and Drug, Alcohol and Tobacco Free Work, implements the following calendar:

- Active students and employees - On or before October 1 of each year they will receive the Disclosure of Institutional Documents or the Annual Disclosure Report, as applicable, where information relevant to the Regulation on: Drugs, Alcohol and Tobacco is found.
- New students and employees - In the initial orientation, all employees and new students will receive the Disclosure of Institutional Documents or the Annual Disclosure Report, as applicable, where relevant information found. Policy for a Study Environment and Drug-Free Work, Alcohol and Tobacco. The acknowledgment of receipt will be evidence.
- Prospect students - Any person who presents an interest in studying at the UCB and requests information related to offers, financial aid, among others, would be consider a prospective student. The printed informative material includes a statement that states, "For more information about the UCB please Access" Disclosure of Institutional Documents".
- Prospect employees - Any person who presents for an employment interview will be consider a prospective employee. All prospective employees will receive the Annual Disclosure Report where information relevant to the Policy for a Study Environment and Drug, Alcohol and Tobacco Free Work found. The same is deliver in printed format and the acknowledgment of receipt will be evidence.

Any student or employee wishing a printed copy of the documents in the Annual Disclosure Report or the Disclosure of Institutional Documents may request it in the Office of Student Affairs or in the Office of Human Resources of the UCB.

STANDARDS OF CONDUCT, SERVICES AND APPLICABLE SANCTIONS

Disciplinary measures

The Policy for a Study Environment and Free Work of Drugs, Alcohol and Tobacco establish the following disciplinary measures:

a. First Violation:

1. Any member of the university community who is charge with a violation of these regulations will be notify in writing.
2. The imputed person will be given the opportunity for a hearing to deny or accept the charges.
3. From the outcome of the hearing, any of the following actions may be taken:
 - a. Written warning.
 - b. Suspension for determined time.

- c. Expulsion or termination of contract, as the case may be.
 - d. Refer the person to a rehabilitation program.
 - 4. In the cases of employees, the Office of Human Resources will follow the aforementioned process: and in the cases of students, the Dean of Student Affairs.
 - 5. Any determination may be appeal, in writing, to the President within five (5) business days of receipt of the determination. The decision of the President shall be final, binding and non-appealable.
- b. Second Violation:
 - 1. The accused or imputed person will be notifying, in writing, of the specific charges. The Office of Human Resources or the Dean of Student Affairs will make the notice, as the case may be.
 - 2. The person charged shall have the opportunity for a hearing to deny or accept the charges.
 - 3. In any case in which the charges on a second violation are tried, the person in question will be expelled or dismissed.
 - 4. Any determination may be appeal, in writing, to the Chair, within five (5) business days after receipt of the determination. The decision of the President shall be final, binding and non-appealable.
 - 5. In the cases of people who voluntarily undergo treatment, they may be consider for reemployment or for reentry as a student, at the discretion of the Institution.
- c. Conviction by a Court
 - 1. As a condition of employment or to study in the Institution, any employee or student who has been convicted of a violation of law related to the possession, use, distribution, or sale of drugs will be required to inform the University in writing. This rule shall also apply to any applicant for employment or studies.
 - 2. The institution will take action on expulsion, dismissal or other disciplinary or rehabilitative action with respect to the employee or student within thirty (30) days of notification of each conviction.
 - 3. The University will assist, in meritorious cases, the employee or student who wishes to obtain professional help.
 - 4. Any employee or student who fails to notify the University of any conviction, as mentioned in Section a, will be separated.

Applicable state laws and penalties

The laws of Puerto Rico regulate the manufacture, distribution and dispensation of controlled substances.

"Controlled Substances Act of Puerto Rico"

[Law #4, June 23, 1971, as amended]

- **Article 401 - Prohibited acts and penalties**

It will be illegal for any person, knowingly or intentionally:

- Manufacture, distribute, dispense, transport or conceal, or possess with the intent to manufacture, distribute, dispense, transport or conceal a controlled substance.
 - Produce, distribute or dispense, transport or conceal or possess with the intent to distribute or dispense, transport or conceal an illicit substance.
- **Sanctions under Article 401**

Controlled Substances		Type of felony	First time		More than one time	
Classification	Examples		Years convicted	Fines up to:	Years convicted	Fines up to:
I Opiate	Cocaine morphine heroin synthetic cannabinoids	Mayor	10 – 30 years	\$25,000	20 – 50 years	\$50,000
II Produced directly or indirectly by extraction of substance of vegetable origin	Methadone Pethidine LSD	Mayor	5 -20 years	\$20,000	10 – 40 years	\$30,000
III Substances containing stimulating effect on the nervous system	Amphetamine Phenmetrazine and its salts of lysergic acid marijuana	Mayor	5 – 20 years	\$15,000	4 -10 years	\$30,000
IV	Barbiturates Petricloral chloral hydrate	Mayor	2 – 5 years	\$10,000	4 – 10 years	\$20,000
V Mixing drugs and narcotics	Codeine Dehidrocodeina diphenoxylate opium	Mayor	1 – 3 years	\$5,000	2 – 6 years	\$10,000

- **Sanctions for Possession under Article 404**

It shall be unlawful for any person, knowingly or intentionally, to possess any controlled substance, unless such substance has been, obtain directly or in accordance with the prescription or order of a professional acting within the framework of their professional practice, or except as authorize in this law.

Type of felony	First time		More than one time
	Years convicted	Fines up to	Years convicted
Mayor	3 – 5 years	\$5,000	6 – 10 years

- **Article 411 - Introduction of drugs in schools or recreational institutions**

Any person who, knowingly and intentionally and in violation of the provisions of this law, introduces, distributes, dispenses, administers, possesses or transports for the purpose of distribution, sale, gift, delivery in any form, or simply possesses any controlled substance of those included in Classes I to V of this law in a public or private school, recreational facility, public or private, or in the vicinity of any of these, will incur a felony.

School - The main building and all building, annex, patio, garden and parking area of the school will be understood and will cover preschool, elementary, secondary (intermediate), superior, specialized and universities and colleges for university studies.

- **Sanctions**

It will be sentence with double the penalties provided by Article 401 or 404 of this law, for a crime committed for the first time, involving the same substance and the same classification. In cases of recidivism by simple possession, the penalty shall be three times the penalties provided by Article 404 of this law for a subsequent offense involving the same controlled substance and the same classification. In cases of recidivism by introduction, distribution, possession for distribution or sale purposes, a penalty of imprisonment imposed for a fixed term of ninety-nine (99) years.

- **Article 412 - Paraphernalia related to controlled substances; definition; criteria; penalties (Prohibited acts, penalties)**

It shall be unlawful for any person knowingly and with criminal intent to manufacture, distribute, sell, dispense, deliver, transport, conceal or possess with the intent to distribute, sell, dispose, deliver, transport or conceal paraphernalia related to controlled substances, as defined the term to plant, propagate, cultivate, harvest, manufacture, compose, convert, produce, process, prepare, test, analyze, pack, repack, repack, store, store, contain, hide,

inject, ingest, inhale or introduce into the human body by any other means a controlled substance in violation of this law.

Type of felony	First time		More than one time	
	Years convicted	Fines up to:	Years convicted	Fines up to:
Mayor	3 years	\$30,000	5 years	\$50,000

- **Vehicle and Traffic Law of Puerto Rico - Law No. 22 of January 7, 2000**

The management of motor vehicles on public roads under the influence of intoxicating beverages, drugs or controlled substances constitutes a major threat to public safety. It shall be unlawful for any person under the influence of intoxicating beverages, drugs or controlled substances to drive operate any motor vehicle or possess any open container containing intoxicating beverages in the vehicle.

- **Article 7.02 - Management of motor vehicles under the influence of intoxicating beverages**
It is illegal for anyone twenty-one (21) years of age or older to drive a motor vehicle when their blood alcohol content is eight hundredths of one percent (0.08%) or more.

Person between eighteen (18) and twenty (20) years of age, inclusive, drivers of trucks, motorcycles, school buses, heavy motor vehicles and / or off-road vehicles, will be applied when the content of alcohol in the driver's blood be two hundredths of one percent (0.02%) or more.

- **Article 7.03 - Management of motor vehicles under the effects of drugs or controlled substances**

It will be unlawful for any person who is under the influence of any narcotic drug, marijuana, stimulant or depressing substance, to the extent that it will incapacitate them to drive a vehicle safely.

The fact that an accused person has or has had the right to use said narcotic drug or controlled substance in accordance with the laws of Puerto Rico shall not constitute a defense against the imputation of having violated this article.

- **Article 7.04 – Penalties**

Any person who violates the provisions will incur a lesser offense. The person who violates the provisions will be issue a citation for a probable cause determination hearing for his arrest and will not allow him to continue driving.

- **First violation:**

Fine of \$300 to \$500 dollars, plus \$50 dollars for each additional hundredth over the alcohol concentration limit. Compulsory attendance to an orientation program and suspension of the license no more than 30 days. Failure to comply with the sentence and the rehabilitation imposed, will be imposed a penalty of 5 to 15 days in jail.
- **Second conviction:**

Fine of \$500 to \$750 dollars, plus \$50 dollars for each additional hundredth over the limit of concentration of alcohol, jail of 15 to 30 days and penalty of restitution, if applicable. Suspension of the license not less than 1 year or combined sentence. Depending on the degree of alcohol abuse you suffer, you will be order to receive treatment and provide community services for no less than 30 days. The vehicle is confiscated.
- **Third and subsequent convictions:**

Fine of \$2,000 to \$2,500, plus \$50 dollars for each additional hundredth over the alcohol concentration limit, jail time from 60 days to 6 months and penalty of restitution, if applicable. It will revoke the driver's license indefinitely and confiscate the vehicle.
- **"Law to regulate the practice of smoking in certain public and private places" - Act No. 40 of August 3, 1993, as amended**

The law defines teaching facilities - Means the care centers for infants and children of preschool age and those classrooms of public and private schools where they are taught from the grade of kindergarten to the twelfth grade or any of said grades, as well as of schools, colleges and institutions of vocational, technical and high-skill education, and university institutions, including the libraries of the aforementioned centers, as well as any other institution of a teaching nature.
- **Article 3 – Prohibition**

It is prohibited to smoke, without this being a limitation in the following places: classrooms, assembly halls, library, corridors, school canteens, cafeterias and health services of the schools; in public and private institutions at all levels of education.
- **Article 4**

The leading authorities of all the companies affected by the provision must fix, in visible places and in clear and legible letters at a distance, a label that contains at least the phrase "no smoking" followed by an appointment of this chapter.

- **Article 9 – Penalties**

In case of violation of the provisions of the law and its regulations, the Secretary of Health could impose administrative fines to the leading authorities up to \$250 dollars. In case of subsequent violations, it could impose fines from \$500 to \$2,000.

Any person who violates areas containing liquids, vapors or flammable materials will be guilty of a misdemeanor and punished by 10 to 30 days in jail or a fine of \$250 to \$500 or both penalties at the discretion of the court.

Drugs and their effects

Currently, many young people face risky behaviors, including the use and abuse of illicit drugs, alcohol and tobacco. The phenomenon of substance use among the university community represents a major problem that has social implications such as school dropouts, academic failure, violence, crime and even loss of life. Among the most commonly, used substances are alcohol, tobacco, marijuana, cocaine and a variety of designer drugs.

1. Alcohol

- a) Metabolize can cause nausea, vomiting, headache and dehydration.
- b) Increases secretions of gastric acids thus irritating the stomach.
- c) It can cause an increase in heart rate and speed up the pulse.

2. Design drugs

- a) Brain - damage to neurochemical receptors, damage to nerve terminals and increased risk of suffering from Parkinson's.
- b) Eyes - blurred vision.
- c) Heart - cardiac damage and irregular rhythm.

3. Marijuana

- a) Eyes - red eyes and hallucinations.
- b) Brain - alters consciousness, impairs memory and affects coordination.
- c) Heart - alters the heart rate.

4. Cocaine

- a) Liver - liver.
- b) Brain - confusion, paranoia and stroke.
- c) Heart - hypertension, arrhythmia and heart attacks

5. Tobacco

- a) Pregnancy - They can cause abortion, premature delivery and diseases to the baby.
- b) Teeth - Diseases of the gums, oral and stains teeth.
- c) Lungs - 90% more likely cancer and respiratory problems.
- d) Esophagus - can cause cancer and bad breath.

It is important to determine what done to prevent dependence instead of treating it. If you acknowledge that you are facing this situation, you should seek immediate help with a professional in the health and / or behavioral field, to receive counseling, which may include therapies, referrals, and group or support meetings, among others. It is important to change and / or modify your lifestyle and circle of friends, accompanied by the intervention of a professional and their families. For your benefit, we include some links to additional information about the effects of drugs and alcohol on the body. We encourage you to access them. There is treatment and help available to treat addictions and the use or abuse of controlled substances, alcohol and tobacco, recovery is possible.

- Substance Abuse and Mental Health Services Administration: <http://www.samhsa.gov/>
- National Institute on Drug Abuse: <https://www.drugabuse.gov/es/en-espanol>
- Administración de Servicios de Salud Mental y Contra la Adicción: <http://www.assmca.pr.gov/>

Support resources

The Central University of Bayamón has available help service for students and employees. They are offer at the Guidance and Counseling Center (Center), which attached to the Office of Student Affairs of the Institution. In addition, employees have the benefit of the Employee Assistance Program (PAE) and the services offered by the employer's medical-hospital insurance plan.

Some of the services offered at the Center for the university community are the following:

- Personal, academic and occupational counseling
- Psychological services
- Services for people with disabilities
- Educational prevention activities
- Referrals to other community professional help services.

The Center's services can be request and receive voluntarily, by referrals or by appointment. If you need additional assistance or guidance on the services offered by the Center, you should

contact one of the Professional Advisors assigned to it. All information provided between the parties is confidential. The student or employee who expresses problems with the use and / or abuse of drugs and / or alcohol, may be referred to governmental or private agencies, private or community organizations, among others, that specialize in the management of this type of situation. Our purpose is to help, safeguard your rights and provide you with services that help you promote and maintain healthy lifestyles that contribute to the achievement of your educational and personal goals.

The Center is located in the Fray José Valentín Rivera Guevara, O.P. Building, second floor.

The service schedule is:

- Monday to Thursday - 8:00 a.m. to 6:00 p.m.
- Friday - 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m.

To contact the Center's resources, you can call (787) 786-3030, extensions 2546 or 2541. You have more options and opportunities than you think do. Below, we present you with valuable information on help resources available in the external community:

Support resources directory	
Emergency Line	9-1-1
PAS de ASSMCA Support Line (Carr. #2 Km 8.2, Bo. Juan Sánchez, Antiguo Hospital Mepsi Center, Bayamón)	1-800-981-0023
Mental health and suicide prevention	9-8-8
Alcohólicos Anónimos – AA, PR	
Alcoholics Anonymous Area 77 Oficina AA Puerto Rico 174 Urb. Agustin Stahl A-7 Lunes a Viernes en el horario de 9:00 a.m. a 1:00 p.m.	(787)704-1634
Lomas Verdes Group La Sagrada Familia Church Valparaíso St., CaracasSt. Sq. Forest Hills, Bayamón, PR 00960 Hours: Monday 8:00 pm (CE), Thursday 8:00 pm (AB) Acces for people with dissabilities	Contacto: Edwin (787) 241-2470

Grupo San Pablo Escuela de Adultos San Juan Bautista (Calle Santa Cruz, al lado Hosp. San Pablo) 74 Calle Santa Cruz, Bayamón, PR 00961 Hours: Sunday 7:00 pm(AB), Wednesday 8:00 pm (CE) Acces for people with disabilities	Contacto: Lenny (939) 639-2399
Other Communitarian Support Services	
Anonymous Narcotics www.prna.org	Emergency Line (787) 763-5919 Office -(787) 274-0488
Communitarian Initiative	(787) 250 -8629
Teen Challenge Rd.. 2 Km 7.70 Bo. Juan Domingo Bayamón, Puerto Rico, 00966	(787) 730-6976
Hogar CREA en las Americas, San Juan, PR	(787) 250-8497
Hospitales Psiquiátricos	
General Psychiatric Hospital - Dr. Ramón Fernández Marina (Centro Médico), Río Piedras	(787) 766-4646
First Panamerican Hospital Cidra (Adolescents and Adults), Cidra	(787) 739-5555
San Juan Capestrano Hospital (Adults), Trujillo Alto	(787) 760-0222, 625-2900
Panamerican Hospital - Auxilio Mutuo (Adults), San Juan	(787) 523-1500, 1501/ (787) 739-5555
ASSMCA Mental Health Center	
Mental Health Center of Bayamón	(787)786-7373
Children and Adolescents Clinic, Río Piedras	(787) 777-3535, 764-0285
ASSMCA Mental Health Center for Adults, Arecibo	(787) 878-3552, 3770
Servicio de Tratamiento Residencial para adolescentes (SERA)	(787)763-7575 Ext. 1511,1523

Servicios de clínicas para adolescentes 13 a 17 años disturbios emocionales severos y sustancias controladas	
Ambulatory Clinics	
Access and Treatment Pan-American Center Bayamón	(787) 778-2480
Access and Treatment Pan-American Center Mayagüez	(787) 854-0001
Access and Treatment Pan-American Center Humacao – hospitalización parcial	(787) 285-1900
Access and Treatment Pan-American Center Caguas – hospitalización parcial	(787) 286-2510
Access and Treatment Pan-American Center Hato Rey – hospitalización parcial	(787) 758-4556 ó 4845
Sistema San Juan Capestrano System Partial Clinic, Hatillo	(787) 878-0742
Sistema San Juan Capestrano System Partial Clinic, Manatí	(787) 884-5700
Sistema San Juan Capestrano System Partial Clinic, Carolina	(787) 769-7100
San Juan Capestrano System Partial Clinic, Bayamón	(787) 740-7771
INSPIRA Hato Rey	(787) 753-9515
INSPIRA Caguas	(787) 704-0705
INSPIRA San Juan	(787) 296-0555
APS Optimind	(787)522-4616
University Center for psychological studies and services Universidad de Puerto Rico, Recinto de Río Piedras	(787) 764-0000 ext. 3545
Universidad Carlos Albizu Clinic	(787) 658-1680
Residential Hospitals	
Psychiatric Hospital Dr. Ramón Fernández Marina (Centro Médico) Lcdo. Miguel Bustelo Dra. Brunilda L. Vázquez Bonilla	Email: zvazquez@assmca.pr.gov (787) 766-4646
Dejar de Fumar	
Dejar de Fumar – Déjalo ya (Quit Smoking - Quit Now)	1-877-335-2567

<p>Lunes a viernes – 9:00 a.m. a 9:00 p.m. Sábado y domingo – 9:00 a.m. a 6:00 p.m. Textea: envía ESP al 47848 y recibe mensaje de texto para ayudarte a dejar de fumar.</p>	
--	--

DEAN OF STUDENT AFFAIRS AND COMMUNITY SERVICES

The Dean of Student Affairs and Community Services is committed to the requirements of federal, state and local laws regarding the issues of use and abuse of alcohol and other drugs, promoting, maintaining and ensuring healthy lifestyles and rehabilitation, through the Student's Handbook, institutional policies and the activities of the offices ascribed to the Students Affair Office. The office aims to develop co-curricular and extra-curricular activities that allow the students to acquire the basic skills necessary for personal and professional development. For this purpose, the institution has the physical facilities and specialized staff, combining their efforts to meet the academic, spiritual, social, human and vocational needs of the students. The units assigned to the Dean of Student Affairs and Community Services are Counseling and Guidance Center, Admissions Office, Athletic Department, First Aid Office, Child Care Center and Campus Ministry Office. Systematically and continuously, it also has activity programs for integral development, focus groups to obtain information relevant to the management of new and compelling initiatives, the Student Council and various curricular and extracurricular student organizations.

STANDARDS OF CONDUCT, SERVICES AND APPLICABLE SANCTIONS

Chapter VI, consistent with the Rules of Discipline, Articles 10, section 10.2.1 – (J) of the Student Handbook clearly prohibits the use and abuse, sale or distribution of alcohol and other drugs, within the institution and in its official activities, and the use of tobacco according to Law 40 of August 3, 1993, and amended in 2006, Puerto Rico. The Student Handbook (Rev. 2021) provides that any violation of these articles are considered offenses and will apply the penalties described in Article 14, ranging from reprimand, warning, guidance and counseling to expulsion from the University. (Student Handbook is attach)

Universidad Central de Bayamón discloses annually the following information to all prospects, new and active students:

- Academic offer
 - Academic offerings for under graduate programs.
 - Academic offerings for graduate programs.
- Satisfactory Academic Progress Policy for under graduate students.

- Institutional Policy and Reimbursement Federal Aid Recipients of Federal Title IV, as amended by HEOA 2008.
- Summary of the Policy of Security and Statistics of Delinquency in the UCB.
- Authorization for Credit Card Discounts.
- Direct Deposit Authorization.
- Brochure:
 - Family Educational Rights and Privacy Act, FERPA)
 - Treasury office
 - Dean of Student Affairs and Student Service Offices
 - Student Regulations
 - Policy Study Environment and Drug, Alcohol and Tobacco Free Work.
 - Prevention Program in order to establish a plan of activities through workshops, guidance, promotion, and dissemination that promotes prevention in the use of illicit drugs, alcohol and tobacco in a way that creates awareness of healthy lifestyles among the members of the university community
 - Policy and institutional processes to comply with the provisions of the law that prohibits sexual harassment and discrimination.
 - Center for Strengthening Student Learning and Success, CEFAEE
- Graduation and Retention Rates

EMPHASIS ON FRESHMEN AND TRANSFER STUDENTS

UCB is aware that freshmen begin college life with great expectations that will require adaptive skills and changes in their lifestyle. For them and for transferred students UCB designs and offers variety of services and activities to help them with the transition into college life. Once the freshmen and transferred students are admitted, as well as their parents or legal guardians, they are required to participate in the General Guidance and Enrollment Process Activity. The professional staff of the Counseling and Guidance Center provides this support. One of the first interventions with the student population is the digital distribution (CD) and explanation of the *Policies, Standards and Procedures for Student Affairs, the Institutional Policy for a Learning and Work Environment Free from Drugs, Alcohol and Tobacco, the Policy and institutional processes to comply with the provisions of the law that prohibits sexual harassment and discrimination, Student's Right to Know and Campus Security Act, of 1990* and other institutional documents and policies related to the General Guidance and Enrollment Process Activity. Every activity requires the signing of an attendance sheet, as well as an acknowledgement of receipt, which certifies that each student received these policies, regulations and handbook, which are filed in the Office of Student Affairs and Community Services (Attached). This effort is concurrent with the Strengthening of Learning and Student Success Center (CFAEE). This Office offers services to

freshman students and tutoring services in Spanish, English, Mathematic, Computer and other disciplines and courses. Starting on March 2020, this changed to Teams meetings, as a result of the new social distancing orders regarding COVID-19. Each student receives an email with the URL to access the documents mentioned above (in digital form, available thru Google Drive).

In the first semester, all freshman and transferred students are enroll in the Student Success and Community Service (ESCO 103). In this course all students are introduce to the university life and institutional information and policies, standards and procedures from the Student's Affairs Office are discuss. In addition, the Institutional Policy for a Learning and Work Environment free from Drugs, Alcohol and Tobacco, Sexual Harassment Policy, student handbook and other information is disclosed.

SUMMARY OF ACTIVITIES MADE BY DIFFERENT UNITS AT UCB

The summary of the activities in the UCB is presented below in order of: activity's date, activity's classification (IR – Institutional Regulations, WTC – Workshops, Trainings and Conferences, CR – Courses and Researches, CA – Co-curricular Activities, EA – Extracurricular Activities, and AOA – Affiliations and Other Activities) and activity's evidence, to facilitate the search of each activity's evidence in the accompanying attachments.



INVENTORY OF ACTIVITIES FOR THE BIENNIAL REPORT

INFORMATION ABOUT ACTIVITIES AND PROCEDURES ACCOMPLISHED FOR THE PREVENTION OF HIGH RISK BEHAVIORS
RELATED TO ALCOHOL, OTHER DRUGS AND DIFFERENT HARMFUL REALITIES ON JULY 2020 – JUNE 2022

ACTIVITY (Title and brief description)	DATE	Office	IMPACTED POPULATION	CLASSIFICATION (IR, WTC, CR, CA, EA, AOA) ²	EVIDENCE
<p><i>UCB's General Guidance and Enrollment Process Activity for freshman students, their parents or guardians, and transferred, undergraduate, graduate, and Post-secondary non university Program students</i> <i>These activities are designed to guide the freshman and transferred students and their parents/guardians, whether they are starting an undergraduate or graduate program. Newly enrolled students receive information about: (1) Rules and Regulations, (2) Institutional Policies regarding alcohol, tobacco drugs and sexual harassment, and other policies such as:</i></p> <ol style="list-style-type: none"> 1. Section 504 of the Rehabilitation Act - PR's Rehabilitation Act- 1973 2. ADA "American with Disabilities Act" (Law # 101 – 336) (reasonable accommodations) 3. PR's Controlled Substances Law # 4, 23 (June, 1971) 4. No-Smoking Law # 40, August 3, 1993 (amended as Law #. 66, March 2, 2006) 	July – December 2020	Guidance and Counseling Center	86 students	IR EA AOA	Yes
	January – June 2021	Enrollment Management	61 students		
	July-December 2021	Admission	10 students		
	January-June 2022	Academic Department	55 students		
			Grand total=212		

² The classification of these activities is made by the following categories: IR (Institutional Regulations), WTC (Workshops, Trainings and Conferences), CR (Courses and Researches), CA (Co-curricular Activities), EA (Extracurricular Activities) and AOA (Affiliations and Activities).

ACTIVITY (Title and brief description)	DATE	Office	IMPACTED POPULATION	CLASSIFICATION (IR, WTC, CR, CA, EA, AOA) ²	EVIDENCE
5. Article 1, section 8 of the USA Constitution and the Copyrights Law of 1976 (Academic Honesty policy) 6. Dress Code Policy at UCB 7. UCB's Catalog Starting on March 2020, this changed to Teams meetings, as a result of the new social distancing orders regarding COVID-19. Each student receives an email with the URL to access the documents mentioned above (in digital form, available thru Google Drive).					
<i>Educational Activities Calendar</i>	August 2020	Guidance and Counseling Center	College community	EA AOA	Yes
<i>Professional Development activities-</i> Seminar: Identity and its relationship with mental health well-being	August 10, 2020	Guidance and Counseling Center	1 professional counselor	WTC	Yes
<i>Suicide Prevention Month Campaign: I choose to live</i>	August 14 thru Sept. 10, 2020	Guidance and Counseling Center	College community	EA AOA	Yes
<i>World Suicide Prevention Day Conference: Join in the prevention of suicide in times of COVID-19.</i>	September 10, 2020	Guidance and Counseling Center	9	IR WTC AOA	—
<i>Workshop: Unified Protocol for Suicide Prevention</i>	September 21, 2020	Guidance and Counseling Center	9 employees	IR WTC AOA	—
<i>FACES Peer Counselor Group-</i> Recruitment and training videos. 13 active members to date.	September 21 and 22, 2020	Guidance and Counseling Center	1 candidate	EA AOA	Yes
<i>Mental Health Month activity- Workshop: Empower Your Wellness</i>	October 8, 2020	Guidance and Counseling Center	1	EA WTC	Yes
<i>Workshop: Suicide Prevention and the role of the peer counselor</i>	October 26, 2020	Guidance and Counseling Center	1 candidate	WTC	Yes

ACTIVITY (Title and brief description)	DATE	Office	IMPACTED POPULATION	CLASSIFICATION (IR, WTC, CR, CA, EA, AOA) ²	EVIDENCE
Offered to peer counselor candidates before becoming official members.					
<i>International Day for the Prevention of Violence against Women- flyer</i>	November 25, 2020	Guidance and Counseling Center	College community	EA AOA	Yes
<i>Love Life! Campaign- December is Suicide Prevention during Christmas Month</i>	December 2020	Guidance and Counseling Center	College community	EA AOA	Yes
<i>Newsletter - a breakdown of the semester's activities. Presents campaign "Say no to drugs".</i>	January 27, 2021	Dean of Students Affairs	College community	EA	Yes
<i>Educational Activities Calendar</i>	January 2021	Guidance and Counseling Center	College community	EA AOA	Yes
<i>International Women's Day- FACES peer counselors join UN's campaign publishing poster</i>	March 8, 2021	Guidance and Counseling Center	College community	EA AOA	Yes
<i>Sexual Violence Awareness and Prevention Month – Flyers and videos created by FACES peer counselors</i>	April 5-12, 2021	Guidance and Counseling Center	College community	EA AOA	Yes
<i>Workshop: Wellness empowerment (for Ideal Summer Program students)</i>	June 21, 2021	Guidance and Counseling Center CFAEE	21	EA WTC	Yes
<i>“Tu escoges tu camino” (You chose your path) the message of preventing the use of alcohol and other substances when making decisions in relationships. Also, prevent driving motor vehicles under the influence of alcohol or other substances.</i>	June 25, 2021	CFAEE	Students	CA	Yes
<i>Cyber-bulling – preventing and denouncing cyber-bulling in social networks.</i>	July 7, 2021	CFAEE	Students	CA	Yes
<i>Educational Activities Calendar</i>	August 2021	Guidance and Counseling Center	College community	EA AOA	Yes
<i>Workshop: How to enjoy the new experience of community life at the university.</i>	August 29, 2021	Guidance and Counseling Center	9	EA WTC	Yes

ACTIVITY (Title and brief description)	DATE	Office	IMPACTED POPULATION	CLASSIFICATION (IR, WTC, CR, CA, EA, AOA) ²	EVIDENCE
				AOA	
Workshop: Suicide Prevention and the role of the peer counselor- offered to peer counselor candidates before becoming official members	October 15, 2021	Guidance and Counseling Center	5 candidates	WTC	Yes
Mental Health Month activity <i>Workshop: Emotions and your well-being as a university student.</i>	Oct. 19, 2021	Guidance and Counseling Center	3	EA WTC AOA	Yes
“Be Gutsy” Theater Play Opioid Prevention	Oct. 7 2021	Dean of Students Affairs	25	EA	Yes
International Day for the Prevention of Violence against Women- flyer	November 25, 2021	Guidance and Counseling Center	College community	EA AOA	Yes
Conference: Promoting values and healthy habits in the face of risk factors. Offered by Loures Ortiz, licensed professional counselor.	Dec. 15, 2021	Guidance and Counseling Center	9	EA WTC	Yes
2021 CRUSADA SAMHSA Underage Drinking Community Talk	Dec. 16, 2021	Dean of Students Affairs CRUSADA	Professional	AOA WTC	Yes
Love Life! Campaign- December is Suicide Prevention during Christmas month	December 2021	Guidance and Counseling Center	38	EA AOA	Yes
Campaign for the prevention of alcohol use and abuse at Christmas time	December 2021	Guidance and Counseling Center Dean of Students Affairs	College community	EA AOA	Yes
Educational Activities Calendar	January 2022	Guidance and Counseling Center	College community	EA AOA	Yes
Workshop: Pandemic and college stress	February 10, 2021	Guidance and Counseling Center	6	WTC	Yes
International Women’s Day-FACES peer counselors made flyers of puertorrican distinguished women	March 8, 2022	Guidance and Counseling Center	College community	EA AOA	Yes

<ul style="list-style-type: none"> • Dean of Student Affairs and Student Service Offices <ul style="list-style-type: none"> • Student’s Handbook • Policy for a Learning and Work Environment free from Drugs, Alcohol and Tobacco Prevention Program in order to establish a plan of activities through workshops, guidance and promotional material, that promotes prevention in the use of illegal drugs, alcohol and tobacco in a way that creates awareness of healthy lifestyles among the members of the university community • Policy and institutional processes to comply with the provisions of the law that prohibits sexual harassment and discrimination • Center for Strengthening Student Learning and Success, CEFAEE 					
<p>Student Center Brochure - NO to Gambling Addiction (No a los juegos de Azar)</p>	<p>Year-round</p>	<p>Dean of Student Affairs</p>	<p>All community</p>	<p>IR</p>	<p>Yes</p>
<p>Prevention: Informational pamphlets in waiting room, such as: drug prevention, alcohol abuse, abstinence, AIDS, violation, self-esteem, quit smoking, suicide, sexual harassment, stress management, single parents, anorexia nervosa, bulimia and others</p>	<p>Year-round</p>	<p>(CFAEE) Strengthening of Learning and Student Success Center</p>	<p>Students Parents Community</p>	<p>EA</p>	<p>Yes</p>
<p>Disclosure of Institutional Documents to employee</p>	<p>September and January</p>	<p>Human Resources Office</p>	<p>faculty and staff members</p>	<p>IR</p>	

<ul style="list-style-type: none"> • Policy for a Learning and Work Environment free from Drugs, Alcohol and Tobacco Policy and institutional processes to comply with the provisions of the law that prohibits sexual harassment and discrimination • Possible Conflict of Interest Policy • Equal Employment Opportunity Policy and Affirmative Action Plan • Annual Reporting on Security Incident Report 					
Employee bulletins sent by the HUMANA Medical Insurance Company about prevention and improvement of quality life.	Monthly	Human Resources Office	faculty and staff members	AOA	
Student Handbook	Year-round	Dean of Student Affairs	Enrolled students	IR	Yes https://www.ucb.edu.pr/web/?page_id=57097
Policy for a Learning and Work Environment free from Drugs, Alcohol and Tobacco	Year-round	Dean of Students Affairs	Students, faculty and staff members	IR	Yes http://www.ucb.edu.pr/web/?page_id=8447
Security and Campus Crime Policy and Statistics	Year-round	General Services Office and Security Office	Enrolled students	IR	
ADA Law: Policy and Evidence of Cases	Year-round	Human Resources Office	Staff members	IR	
Faculty Handbook	Year-round	Dean of Academic Affairs	Faculty	IR	
Employee handbook		Human Resources Office	Enrolled employee and active	IR	
Athletic Student's Manual		Athletic Department	Athletic student	IR	https://www.scribd.com/document/458107736/Regla

					mento-General-Liga-Atletica-Interuniversitaria-LAI#
Regulations for LAI of doping test		LAI	Athletic student	IR	
All courses' syllabus contains policies and procedures about the use and abuse of prescribed drugs, illegal drugs, alcohol and tobacco, and other policies as well.		Dean of Academic Affairs	All students	IR	Yes

Sample Courses Syllabus:

Academic Course: CONDA 662			College of Education and Allied Conduct Professions		Yes
Academic Course: Sexuality and Christian Marriage			College of Liberal Arts and Humanities	Religious Studies Program's Students	Yes

NZM

Annexes

Summary of strengths and areas for improvements

- **Strengths**

- CRUSADA/CORE Study 2019:
 - 14.3% of the students have smoked cigarettes in the past year (21.9 % in 2016).
 - 9.2 % of the students have smoked cigarettes in the past 30 days (12.2 % in 2016).
 - 1.5% of the students have used an illegal drug other than marijuana in the past year (2.5 % in 2016).
 - 37.6% reported some form of public misconduct at least once during the past year because of drinking (37.9 % in 2016).
 - 15.8% reported experiencing some kind of serious personal problems at least once during the past year because of drinking (10.8 % in 2016).
- Human resources well trained in the area of guidance, counseling and psychological services.
- The Office of Quality Life promotes healthy lifestyles.
- According to institution's mission, to achieve integral human development, the institution has develop more preventive and effective presence in social networks (Facebook), outreach activities, services and policies.
- The analysis and publication of the information required by the *Student Right to Know Act*.
- An academic course a topic on prevention was added to the Nursing Program.

- An alliance was established, with the Education Division for STD/HIV/AIDS and the Suicide Prevention Commission of the Health Department of Puerto Rico.
- Amendments were added to the Student Handbook.
- Disclosure of the institutional Policy for a Learning and Work Environment free from Drugs, Alcohol and Tobacco in all courses syllabus.
- **Areas to improve:**
 - Strengthen strategies to prevent the use and abuse of alcohol and other drugs, and high-risk behaviors related to sexual violence and suicide. Revise policy.
 - Review and update the policy for a Drug and Alcohol Free Work and Study Environment.
 - Update the 2020-2022 employee and student prevention program.

Annexed

Dean of Student Office