Office for Student Affairs Parental Notification Policy  
University of Minnesota, Twin Cities

**Policy Statement:**

The University of Minnesota, Twin Cities shall implement a process to notify parents/guardians of students who engage in high risk drinking behaviors.

**Case Types Appropriate for Parental/Guardian Notification:**

1. Students transported to a detoxification facility (detox) or hospitalized due to alcohol/substance use. (Incidents that occur off-campus which are brought to the attention of the University will be evaluated for parental notification).

2. Students identified by University staff as having a pattern of alcohol/substance use/abuse that has the potential to be detrimental to the student’s success as a student at the University of Minnesota.

**Objective:**

To implement a policy and procedure for parental/guardian notification regarding high risk drinking behaviors involving University students. The policy/procedures outlined below apply to all students, whether on or off campus, who engage in high risk drinking behaviors.

**Goals:**

The University of Minnesota, Twin Cities will utilize parental/guardian notification as a means to demonstrate care, concern, and support for students exhibiting high risk drinking/substance abuse.

The University of Minnesota will utilize parental/guardian notification in conjunction with educational and/or restorative justice sanctions (imposed by Housing & Residential Life [HRL] and/or the Office for Student Conduct & Academic Integrity [OSCAI]).

The University of Minnesota will comply with all data privacy laws.

**Legal Parameters:**

Existing federal and state law allows the University to notify parents/guardians as follows:

- students regardless of age or dependency status in situations where a student’s life/health is at risk.
students who are under 21 years of age, are a dependent, and have been found responsible for violating campus alcohol and drug policies.

Notification Process:

Notifications Made Due to Transportation to Detox or Hospitalization

The Vice Provost for Student Affairs or designee (VPSAOD) will be notified within 1 business day when designated University employees (e.g., UMPD, HRL staff, etc.) become aware of any student who has been transported to detox or hospitalized due to acute alcohol intoxication.

The VPSAOD will contact the student upon learning of the incident and do the following:
- inform the student that notifying his/her parent/guardian is under consideration
- request a meeting within 3 working days of discharge from the hospital or detox to discuss the incident and determine whether or not notification would be appropriate
- inform the student that he/she must schedule an assessment with an alcohol/substance abuse counselor at Boynton Health Service within (X days)

Notifications Made Due to Concerns about a Pattern of Alcohol/Substance Abuse Detrimental to Student Success

1. Behavior(s) documented via HRL incident statement, UMPD report, or other appropriate manner which supports that the student has demonstrated a pattern of alcohol/substance use/abuse that could be detrimental to his/her success as a student at the University of Minnesota.

2. Consultation occurs within relevant campus disciplinary system (HRL or OSCAI) to determine if the case needs to be expedited through the relevant judicial process.

3. Student meets with HRL or OSCAI and sanctions are imposed if the student is found responsible for the behavior. If students are found responsible, sanctions for exhibiting a pattern of alcohol/substance abuse will include an assessment or consultation with an alcohol/substance abuse counselor through Boynton Health Service. Additionally, the student will be informed during his/her meeting with HRL/OSCAI that his/her case will be referred to the Office for Student Affairs for parental/guardian notification. In extreme cases, a student’s housing contract may be terminated.

If the student is found not responsible, the case would be adjudicated and no referrals would be made for parental/guardian notification.
4. When a student has been referred to the Office for Student Affairs, the VPSAOD will schedule a meeting with the student in order to discuss the student’s behavior and assess if there are any reasons that parental/guardian notification would not be appropriate.

5. The Office for Student Affairs will consult with OGC to determine if student’s consent is necessary prior to contacting the parent/guardian.

6. The VPSAOD contacts parent/guardian to notify them of the University’s concern and to discuss strategies that will assist the student with making good decisions related to alcohol/substance use/abuse.

7. The VPSAOD will document conversation with parent/guardian and notes will be placed in the student’s file in HRL and/or OSCAI.