Representatives to consider inviting

* Vice President/Associate Vice-President for Student Services/Affairs
* Dean of Students
* Director of Student Conduct/Judicial Affairs/Student Standards
* Director of Health Center
* Director of Health Education/Promotion
* Director of Counseling Center/Counseling Center Staff
* Alcohol and Other Drug Resource Center Supervisor
* Alcohol and Other Drug Resource Center Prevention Coordinator
* Director of Student Recreation Center
* Director of Student Life/Activities
* Director of New Student Activities/Orientation
* Office of Public Safety/University Police
* Greek Life/Fraternity & Sorority Life
* Associate Director of Health Center
* Residence Life/Housing Staff
* Faculty Members
* Academic Advising
* Faculty Senate
* Staff Senate
* Building Service Workers/Facilities, Planning and Management
* Local/Municipal Police
* Local Leaders
* Institutional and/or Community Alcohol and Other Drug Coalition Members
* Neighborhood Association Representatives

Documents to Review

* Past Biennial Review Reports
* Copy of latest version of Drug Free Schools and Campus Act Annual Policy Notification
* Past Clery Act Reports
* Organizational Chart
* Any other Data regarding alcohol and other drug policy violations (CORE, NCHA, violation rates)
* Alcohol and Other Drug Program and Services Institutional Websites
* Copies of All Institutional Policies concerning alcohol and other drugs,
* Descriptions of current Alcohol and other Drug Programs and Interventions available to students, staff, and faculty

Other considerations

* Administrative Buy-In
* AOD Resource Center Facility
	+ Resources
	+ Staff
	+ Campus awareness
* AOD prevention programming
* Community mobilization
* Compliance with DFSCA
* Data collection/assessment/evaluation (CORE Survey)
* Peer education programs
* Tailgating practices/policies
* Judicial sanctioning/policy enforcement practices
* Administrative turnover issues
* Campus perception of AODV
* Campus priorities