

Maricopa Community Colleges Drug and Alcohol Abuse Prevention Report Template

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Preface

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an institution of higher education (IHE) to certify it has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by South Mountain Community College students and employees both on its premises and as a part of any of its activities. At a minimum each institution of higher education must annually distribute the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees
- A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol
- A description of any drug or alcohol counseling, treatment, or rehabilitation, or re-entry programs that are available to employees or students
- A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct

The law further requires that the institution conduct a biennial review of its program with the following objectives: (1) determining the effectiveness of the policy and implementing changes to the Alcohol and Other Drug (AOD) program if they are needed; and (2) to ensure that the sanctions developed are enforced consistently.

The biennial review must also include a determination as to: (1) the number of drug- and alcohol related violations and fatalities occurring on the campus or as part of their activities that are reported to campus officials; and (2) the number and type of sanctions the IHEs impose on students or employees as a result of such violations or fatalities.

South Mountain Community College, a college of Maricopa County Community College District (MCCCD), acknowledges its legal obligation to conduct a biennial review of compliance with the Drug-Free Schools and Communities Act and authorized an administrative review to be conducted to determine if the College fulfills the requirements of the aforementioned Federal regulations.

Dr. Osaro Ighodaro, Vice President of Student Development, formed a committee chaired by Guy Goodman, Dean of Student Enrollment Services, to participate in the administrative review process. The members of the review committee include:

- Matilda “Tillie” Chavez, Interim Vice President of Learning

- Tyler Gillum, Health and Wellness Coordinator
- Margaret Turner-Sample, Police Commander
- Christopher Erran, Coordinator of Student Success Programs and Recruitment

The intent of this document is to:

1. Meet the legal requirement of conducting a biennial review
2. Review and summarize the programs and activities related to alcohol and drug prevention during the 2015 and 2016 academic years.

A. Descriptions of the AOD program elements.

1. Alcohol-Free Events

As stated in the Abuse-Free Environment, AR 2.4.7, Maricopa Community Colleges closely aligns with the Drug-Free School and Communities act of 1989 and other relevant substance abuse laws. As a college of Maricopa Community College District, South Mountain Community College upholds all federal, state and District laws and policies limiting or restricting drug and alcohol use and abuse on campus. Listed below are the MCCCCD Administrative Regulations which address an Abuse-Free Environment and the Use of Alcoholic Beverages:

- AR 2.4.7 – Abuse-Free Environment – <https://chancellor.maricopa.edu/public-stewardship/governance/administrative-regulations/2-students/2.4-college-environment/2.4.7-abuse-free-environment>
- AR 4.13 – Use of Alcoholic Beverages – <https://chancellor.maricopa.edu/public-stewardship/governance/administrative-regulations/4-auxiliary-services/4.13-alcoholic-beverages-usage-regulation>

South Mountain Community College offers a number of Alcohol-free events and activities are created and promoted throughout the campus by way of Facebook, posters, emails, fliers, information tables and classroom announcements. These activities and events include, but are not limited to:

- Welcome Week activities
- Student Life-sponsored activities
- Recognized constituency groups
 - MEN
 - Women Rising
 - MEChA
 - Circle of Nations
 - Phi Theta Kappa

- Graduation
- Student Success Fair
- Sponsored student government events
- Various student forums
- Wellness events
- Career Fairs
- Visits to regional colleges and universities
- Community performing arts events

I. Creation of Service Learning or Volunteer Opportunities or Required Community Service Work

The following service learning/volunteer opportunities are coordinated through the Office of Student Life and Leadership to provide SMCC students with experience in serving the community surrounding the College.

- St. Mary's Food Bank distribution
- Andre House feeding program

II. Alcohol Free Campus Facilities

All campus spaces and facilities are alcohol and drug free in accordance with the Drug Free Schools and Communities Act Amendments of 1989, Public Law 101-226, and comply with all federal, state, and local laws pertaining to controlled substances, including alcohol. SMCC offers the following spaces where students are encouraged to relax and engage with other students and to participate in student forums:

- Student Union
- Cafeteria Lounge
- Computer Commons
- South Mountain Community Library (in partnership with the City of Phoenix)

III. Nonalcoholic beverages promoted at events

South Mountain Community College is dedicated to entirely alcohol free events and activities for our students. No event makes any mention or promotion of alcohol or other drugs.

2. Normative Environments

I. Pro-health Messages Publicized on Campus

SMCC has an active Fitness and Wellness program. The program is based on five principles:

- Healthy eating
- Healthy sleeping
- Physical activity
- Substance abuse awareness and prevention
- Stress management

The Health & Wellness Program offers many activities such as classroom visits, educational programming, guest lecturers, fitness programming, and nutritional advice and collaborates with other student activities/events such as the Student Success Fair, Student/Staff Health Screening, and Employee Wellness. The Fitness and Wellness program also sponsors professional growth opportunities for faculty and staff regarding health and wellness and recognizing warning signs and risk factors for disease, mental health issues, and substance use/abuse. The philosophy is that there is one coordinator of Health and Wellness but there are a number of faculty and staff who are also able to communicate the vision and act as Health & Wellness ambassadors. Rather than provide stand-alone programs for alcohol and drug awareness and prevention, wellness is approached on a holistic basis where all five principles are incorporated into the various programs and events that are hosted. The campus encourages students and employees to pursue and support high academic and wellness standards. The Health & Wellness Program supports this philosophy by encouraging engagement in healthy eating, healthy sleeping, physical activity, stress management, and avoidance of unhealthy substances.

II. Academic Standards

The campus supports enhanced academic standards:

- Chemistry and Physics faculty use modeling (active learning) techniques.
- Biology faculty use WAESO funding to increase student contact times through peer study groups.
- In areas where students do not perform as well as expected, faculty discuss how to change approaching the content.
- Math faculty use common finals in developmental classes. In areas where students do not perform as well as expected, faculty discuss how to change approaching the content.
- Math and Science faculty incorporate critical thinking. Examples include Biology 182 students read peer-reviewed articles.
- Science and Math faculty use instruments to assess student understanding of concepts. Examples include the American Chemical Society instrument for CHM151 and 152 and case studies being used in BIO 205.

- Faculty requiring students to utilize the Tutoring and/or Writing Centers which is tracked electronically.
- Science and math faculty share curriculum with adjunct faculty.
- Faculty attend professional growth opportunities and have the opportunity to participate in several learning excursions with colleagues.
- The Honors Expo and Student Conference require students to work with a faculty member before presenting their work in a formal setting.

III. Faculty Encouraged to Engage in Higher Level Contact with Students

- SMCC offers mentoring relationships between faculty, staff and students through the career and student advisement areas of the college.
- Faculty are actively involved in the *Student Success Fair* and the *I Will Graduate* campaigns both of which encourage faculty engagement with students both inside and outside the classroom.
- SMCC's Strategic Directions and Priorities #1: Teaching & Learning support student/faculty engagement.
 - Priority 1.1: Continuously improve instruction through assessment of student engagement and learning outcomes.
 - Priority 1.3: Implement innovative instructional activities, assessments, and delivery systems to enhance student learning.
- These strategies encourage connection/engagement between students and faculty both in and outside the classroom.
- Counseling faculty partner with the SMCC Athletic Department to present information related to social issues in higher education including alcohol and other drug use.
- SMCC Welcome Week Ask Me Team including faculty who help to support Student Development to help students find their classes and answer general questions.
- SMCC Hermanas Latinas STEM Conference in partnership with Intel Corporation provides a positive environment where young Latinas can interact with successful Latina professionals, and work with faculty in areas of biology, mathematics and engineering.
- STEM faculty partner with the Gila River Indian Community to host SMCC's Technology camp offering a variety of interesting science, technology, engineering and math activities.
- SMCC Student Success Programs actively engages faculty in the implementation of student success workshops led by faculty and staff members throughout the academic year.

IV. Student Leadership Promotes Positive, Healthy Norms

- Student Life offers a free food pantry for students who need a nutritious meal to carry them through a day of classes.
- Student Government does not host programs with alcohol or accept donations or use marketing/branding with alcohol.
- SMCC offers fitness options for students and staff at a reduced cost.

V. Students have Opportunities to Support and Mentor Peers

- Student Success Ambassadors assist in the implementation of student success initiatives as well as recruitment efforts throughout the academic year. Those events include New Student Orientation, Student Success Fair, Cougar Day-annual college preview day and other on and off campus special events/programs.
- Student Success Student Interns assist in the retention efforts of the student success initiative cohort students including those students who are new to college, degree and/or transfer seeking students. In addition, the interns focus on reaching out to special populations such as the minority male student population from the Phoenix Union High School District to direct them to opportunities for connect with support resources and engagement activities/programs on campus.

3. Alcohol Availability

I. Alcohol is Banned or Restricted on Campus

Serving of alcoholic beverages is restricted at South Mountain Community College. In the years in which this report is concerned, no event occurred in which alcohol was available. South Mountain Community College personnel are not permitted to purchase or transport alcohol. Administrative Regulation 4.13 prohibits the use of funds to purchase alcohol (with the exception of small amounts for cooking in the Culinary Institute for educational purposes) and the use of alcohol at College sponsored events. State law also regulates the service, sale, distribution and consumption of alcoholic beverages. In light of the law, South Mountain Community College does not permit the use, sale or distribution of alcoholic beverages.

II. Alcohol Use is Prohibited in Public Places

South Mountain Community College maintains a drug, alcohol, and tobacco free campus. No alcohol is permitted in public places or elsewhere on campus.

III. Delivery or Use of Kegs or Other Common Containers is Prohibited on Campus

South Mountain Community College prohibits alcohol on campus in any form.

4. Marketing and Promotion of Alcohol

I. Alcohol Advertising on Campus is Banned or Limited

The marketing or promotion of alcohol is banned on the South Mountain Community College campus.

II. Alcohol Industry Sponsorship for On-Campus Events is Banned or Limited

South Mountain Community College does not use alcohol industry companies to promote or sponsor events on or off campus.

III. Alcohol Promotions with Special Appeal to Underage Drinkers is Banned or Limited

South Mountain Community College does not participate in promotions related to drinking, underage or otherwise. However, our campus and sites are located in neighborhood and commercial settings in the vicinity of establishments that sell alcoholic beverages.

IV. Alcohol Promotions that Show Drinking in High-Risk Contexts is Banned or Limited

South Mountain Community College does not participate in promotions related to drinking.

V. Pro-Health Messages that Counterbalance Alcohol Advertising are Required.

South Mountain Community College maintains a drug, alcohol, and tobacco free campus. This also includes the advertisement of alcohol on campus.

5. Policy Development and Enforcement

South Mountain Community College	2015	2016
Murder and Non-Negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Forcible Sex Offense	0	0
Non-Forcible Sex Offense	0	0
Robbery	0	0
Aggravated Assault	0	0
Burglary	1	1
Arson	0	0
Motor Vehicle Theft	2	0
Arrest For:		
Liquor Law Violation	0	0
Drug Abuse Violation	0	0
Weapons Possession	0	0
Referrals		
Liquor Law Referrals	0	0
Weapon Possession Referral	0	0
Drug Law Violation Referral	1	1
Student Code of Conduct Violations		
Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law.	0	3
Illegal use, possession, manufacturing or distribution of alcoholic beverages or public intoxication.	0	0
These referrals include On-Campus, Non-Campus, and Public Property		
Hate Crimes	0	0
Main Campus: 7050 S. 24 th Street, Phoenix, AZ, 85042		
Laveen Campus: Legacy Traditional School, 7900 S. 43 rd Avenue, Laveen, AZ 85339		
Guadalupe Campus: 9233 S. Avenida Del Yaqui, Guadalupe, AZ 85283		

B. Statement of AOD program goals and a discussion of goal achievement.

I. A Statement of Alcohol and Other Drugs Program Goals are:

- a. SMCC Employees and Students are aware of the negative effects of alcohol and other drug use/abuse.
- b. SMCC Employees and Students are aware of the early signs and symptoms of alcohol and other drug use/abuse.
- c. SMCC Employees and Students are aware of the campus and community resources for prevention of and recovery from alcohol and other drug use/abuse.
- d. SMCC Employees and Students are aware of SMCC and MCCCCD enforcement policies and procedures regarding alcohol and other drug use.

C. Summaries of AOD program strengths and weaknesses.

I. Summary of AOD Program Strengths

- a. Consistent enforcement of District policy and local law by working with College Public Safety.
- b. AOD statement is emailed to all currently enrolled students and staff on an annual basis.
- c. MCCCCD policy prohibits alcohol use on campus and at College sponsored events.
- d. MCCCCD is a Tobacco-Free campus.
- e. SMCC's Public Safety webpage posts MCCCCD District Policy regarding Illicit Drugs and Alcohol use as well as Alcohol and Drug use prevention programs.
- f. MCCCCD Student Code of Conduct and Staff Policy Manual address alcohol and illegal drug possession, distribution and use both on and off campus.
- g. MCCCCD Annual Disclosure Requirement for Employee Drug and Alcohol Abuse Prevention

I. Summary of AOD Program Weaknesses

- a. Although SMCC completes various activities related to alcohol and other drug prevention programming, there has been a lack consistency with regards to the biennial review of said programs.
- b. Although SMCC's Fitness and Wellness Program incorporates substance prevention and awareness in the holistic approach to wellness programming, there is a lack of specific AOD educational programming.

- c. Although SMCC collects information related to code of conduct violations involving alcohol or other drugs, there has been a lapse in the process of sharing reports and documenting sanctions related to each violation.

D. Procedures for distributing annual AOD notification to students and employees.

I. AOD Policy - Procedures for distributing annual AOD notification to students and employees.

- New employees are provided a link to the Employee Handbook online for their reference which outlines:
 - standards of conduct,
 - a list of applicable legal sanctions under federal, state or local laws for the unlawful possession or distribution of illicit drugs and alcohol in addition to a description of the health risks associated with the abuse of alcohol or use of illicit drugs can be found at the Maricopa Community College District (<https://chancellor.maricopa.edu/public-stewardship/governance/administrative-regulations/2-students/2.4-college-environment/2.4.7-abuse-free-environment>),
 - A list of alcohol programs that is available to employees and students and a clear statement that Maricopa County Community College institutions will impose disciplinary sanctions on students and employees for violations of the standards of conduct can be found at the Maricopa County Community College District website. (<https://chancellor.maricopa.edu/public-stewardship/governance/administrative-regulations/2-students/2.4-college-environment/2.4.7-abuse-free-environment>)
- New students are provided a letter when they first enroll at a MCCCCD institution and therein every 365 days (letter is attached in Appendix A).

AOD Policy and Distribution

AR 4.14 - Motor Vehicle Usage

<https://chancellor.maricopa.edu/sites/default/files/4.14.pdf>

Staff Policy Manual Policy

A-4 - Employment Standards

Policy A-18 – Drug Free Workplace Policy

C-4 – Corrective Action Principles

<https://hr.maricopa.edu/sites/default/files/spm.pdf>

AR 2.5 – Student Rights and Responsibilities

Article III: Prohibited Conduct, 3. Conduct – Rules and Regulations

- G. Violation of any college or District policy, rule or regulation published in hard copy such as a college catalog, handbook, etc. or available electronically on the college's or MCCCCD website.
- H. Violation of federal, state or local law.
- I. Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law.
- J. Illegal use, possession, manufacturing or distribution of alcoholic beverages or public intoxication.

Article IV: Student Code of Conduct Procedures. 2. Sanctions

- A. The following sanctions may be imposed upon any student found to have violated the Student Conduct Code:
 - i. **Warning** - a written notice to the student that the student is violating or has violated institutional rules or regulations.
 - ii. **Probation** - a written reprimand for violation of specified rules or regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional rules or regulation(s) during the probationary period.
 - iii. **Loss of Privileges** - denial of specified privileges for a designated period of time.
 - iv. **Restitution** - compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
 - v. **Discretionary Sanctions** - work assignments, essays, service to the college, or other related discretionary assignments. (Such assignments must have the prior approval of the Student Conduct Administrator.)
 - vi. **College Suspension** - separation of the student from all the colleges in the District for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
 - vii. **College Expulsion** - permanent separation of the student from all the colleges in the District.

<https://chancellor.maricopa.edu/public-stewardship/governance/administrative-regulations/2-students/2.5-student-rights-and-responsibilities/2.5.2-student-conduct-code>

E. Recommendations for revising AOD programs.

I. Recommendations for revision of AOD Programs

1. Incorporate AOD programs into Fitness and Wellness each semester.
2. Incorporate AOD information into New Student Orientation (NSO)
3. Incorporate AOD programs into the annual Campus Safety Awareness Program

Addendums

1. Addendum 1 – Staff Policy Manual

- Staff Policy Manual – Policy A-4 – Employment Standards
- Staff Policy Manual – Policy A-18 – Drug Free Workplace
- Staff Policy Manual – Policy C-4 – Corrective Action Principles

2. Addendum 2 – Administrative Regulations

- Administrative Regulation 4.14 – Motor Vehicle Usage
- Administrative Regulation 2.5 – Student Rights and Responsibilities

Appendix

A. Student Letter on Drug and Alcohol Abuse Prevention

Dear Student:

Federal regulations regarding Alcohol and other Drug Abuse and Violence Prevention require that we provide knowledge and guidelines about the prevention, control, and treatment of the abuse or misuse of alcohol, illegal, and legal drugs.

Local, state, and federal laws prohibit the unlawful possession, use or distribution of illicit drugs and alcohol. Conviction for violating these laws can lead to imprisonment, fines, probation, and/or assigned community service. Persons convicted of a drug-and/or alcohol related offense will be ineligible to receive federally funded or subsidized grants, loans, scholarships, or employment.

In the student handbooks of the Maricopa Community Colleges under the [Code of Conduct](#), the following are examples of behavior that is prohibited by law and/or college rules and policies:

- i. Drinking or possession of alcoholic beverages on the college campus.
- ii. Misuse of narcotics or drugs.

Sanctions for Violation of Standards of Conduct Disciplinary actions include, but are not limited to:

- i. Warning,
- ii. Loss of privileges,
- iii. Suspension, or
- iv. Expulsion.

Use of alcohol and drugs can cause negative physical and mental effects including: poisoning, blackouts, damage to vital organs, overdose and death, depression, psychosis, severe anxiety, and inability to learn and remember information. Students who experiment with drugs, alcohol, and illegal substances or use them recreationally may develop a pattern of use that leads to abuse and addiction. The following resources are available to help:

- Counseling services are available at South Mountain Community College. Students can call the Counseling Office at 602-305-5608 or visit: <http://www.southmountaincc.edu/divisions/learning/counseling-health-and-wellness/counseling/>.

- [Al-Anon](https://www.al-anon.org/) at 1-800-356-9996
- [National Institute on Drug Abuse Hotline](https://www.nidk.nih.gov/health-topics/drug-abuse-hotline) at 1-800-662-4357

Additionally, the Federal regulations require that students read and acknowledge the receipt of this information. By opening this message you are acknowledging receipt.

Thank you,

Maricopa Community Colleges

B. Employee Letter on Drug and Alcohol Abuse Prevention

Dear Employee:

Federal regulations regarding Alcohol and other Drug Abuse and Violence Prevention require that we provide knowledge and guidelines about the prevention, control, and treatment of the abuse or misuse of alcohol, illegal, and legal drugs.

Local, state, and federal laws prohibit the unlawful possession, use or distribution of illicit drugs and alcohol. Conviction for violating these laws can lead to imprisonment, fines, probation, and/or assigned community service. Persons convicted of a drug-and/or alcohol related offense will be ineligible to receive federally funded or subsidized grants, loans, scholarships, or employment.

Besides the sanctions imposed by federal and state courts concerning controlled substance violation(s), the college will respond administratively when the offense involves a student or employee as the offender. Students and employees are subject to applicable District policies and disciplinary procedures. Any employee is subject to disciplinary action, up to and including employment termination, for any of the following: reporting to work under the influence of alcohol and/or illegal drugs or narcotics; the use, sale, dispensing, or possession of alcohol and/or illegal drugs or narcotics on MCCCCD premises, while conducting MCCCCD business, or at any time which would interfere with the effective conduct of the employee's work for the MCCCCD; and use of illegal drugs.

Use of alcohol and drugs can cause negative physical and mental effects including: poisoning, blackouts, damage to vital organs, overdose and death, depression, psychosis, severe anxiety, and inability to learn and remember information. People who experiment with drugs, alcohol, and

illegal substances or use them recreationally may develop a pattern of use that leads to abuse and addiction. The following resources are available to help:

- [Maricopa Community College's Employee Assistant Program](#) (EAP):MHN at 1-800-603-2970
- [Al-Anon](#) at 1-800-356-9996
- [National Institute on Drug Abuse Hotline](#) at 1-800-662-4357

Additionally, the Federal regulations require that employees read and acknowledge the receipt of this information. By opening this message, you are acknowledging receipt.