

# Independence Community College Drug and Alcohol Program Biennial Review

June 2023

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## INTRODUCTION:

The Drug-Free Schools and Communities Act of 1989 requires institutions of higher education to certify that, as a condition of receiving federal funding, it has adopted and implemented a drug prevention program. This program must include the following elements, which are to be distributed annually, in writing, to each employee and student within the institution:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.
- A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
- A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
- A clear statement that the IHE will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law), and the description of those sanctions, up to and including expulsion or termination of the employment and referral for prosecution, for violations of the standards of conduct required. A disciplinary sanction may include the completion of an appropriate rehabilitation program.

In addition to these program requirements, the institution must complete a biennial review of the program, both to determine the effectiveness of the program (and implement changes as necessary), and to ensure that disciplinary sanctions are consistently enforced. This document is to serve as the biennial review for the 2021-22 and 2022-23 academic years at Independence Community College. This review includes ICC Drug and Alcohol policies, prevention programs/efforts of the institution, and enforcement and discipline practices, relevant to drug and alcohol use at ICC. It is the purpose of this document to show that Independence Community College is in compliance with the required elements of the Drug-Free Schools and Communities Act of 1989. Furthermore, this document is to provide a comprehensive assessment of ICC's Drug and Alcohol program, with the intent to assess both strengths and areas of improvement.

## ANNUAL NOTIFICATION:

ICC is required by the Drug-Free Schools and Communities Act of 1989 to annually notify all students, staff, and faculty of its alcohol and other drug policies and programming. This is achieved primarily through the electronic distribution of the Annual Consumer Information Notice. All students, staff, and faculty receive an email with a link to The Annual Security and Fire Safety Report which contains a detailed outline of the college's Alcohol Policy. The Annual Consumer Information Notice reflects all information any person at ICC would need—including, but not limited to the Alcohol and Drug Policy. In summary, the annual notification process contains these elements:

- Description of which students receive the policy;

- Everyone enrolled in at least one course for academic credit, including continuing education students.
- Description of which employees receive the policy;
  - Every employed individual, including part-time/temporary employees, as well as those employed off-campus (outreach centers, online instructors), receive the Annual Consumer Information Notice.
- Method of distribution used;
  - Distributed by email, containing a link to the report.
  - Emails are sent every year to make sure to reach every student, faculty, and staff no matter the time they start, Fall, Spring, or Summer.
- How is the policy provided to students, faculty, and staff who join ICC in between the email distribution?
  - The Alcohol and Drug Abuse Prevention Policy, as well as the Annual Fire and Safety Report, are accessible at any time online.
  - All students are provided access to the ICC Student Handbook, which provides information regarding the college's alcohol policies and programs and references the Annual Fire and Safety Report.
  - Every new employee is provided a link to the report.
  - Every prospective student is provided a link to the report.
  - Every newly admitted student is provided a link to the report.
- Content/Copy of policy;
  - Standards of conduct that clearly prohibits, at a minimum, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.
  - A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol.
  - A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
  - A description of any drug or alcohol counseling, treatment or rehabilitation or reentry programs that are available to employees or students.
  - A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with State and Federal law), 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; a disciplinary sanction may include the completion of an appropriate rehabilitation program.
- Notation of how students who are taking classes off-campus, abroad, and online obtain the policy.
- Additional methods used to distribute the policy (online availability, inclusion in written materials, etc.). College Policies are available for review online at any time at <https://www.indycc.edu/student-life/right-to-know>

## STEPS IN REVIEW PROCESS:

ICC has a number of programs aimed at educating students on the dangers of alcohol and other drugs. These programs are offered collaboratively throughout campus through the offices of Student Affairs, Admissions & Recruitment, Campus Orientation, Campus Safety and can also be found in curriculum in courses throughout the college. Through these programs, ICC seeks to prevent the unlawful possession, use and distribution of illicit drugs and alcohol by students and employees. As part of both the biennial review process and college accreditation process the following actions were conducted to review and check the overall efforts as related to drug and alcohol support services provided by the college.

- Review of Student Catalog/Handbook Policies and Procedures
- Review of Faculty/Staff Programming
- Completion of the Drug-Free Schools and Campus Regulations Compliance Checklist
- Review of Drug and Alcohol programming for 2021-22 and 2022-23
- Recommended Actions for Future Data is collected and assessed on an ongoing basis from the Student Affairs Office, through presentation evaluations, and through the Annual Fire and Safety Report. The Biennial Review process began in May 2023 and will end June 2023. Biennial reviews are available online at: <https://www.indycc.edu/student-life/right-to-know>

## REVIEW OF STUDENT HANDBOOK POLICIES AND PROCEDURES:

As part of an annual process the campus's Student Handbook is reviewed to ensure the accuracy of information as well as to ensure the presence of best practices for student operations. A SWOT analysis was conducted on policies and procedures to determine elements that were effective and those that need to be refined for future policy revisions. The complete Student Handbook is located at: <https://www.indycc.edu/student-life/index>. Specific drug and alcohol policies are stated in the following section: Page 31.

## DRUG-FREE CAMPUSES:

As an educational and public service institution, Independence Community College (ICC) recognizes its responsibility to promote a productive learning and work environment. The Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendment of 1989 required the establishment of anti-drug programs and prohibited the use of illicit drugs in the workplace of an educational institution that received federal funds. In order to meet its responsibilities, the College has established the following policy.

## PHILOSOPHY:

Independence Community College is committed to social justice and the well-being of the total community, as indicated by its educational offerings and open-door policy. The maintenance of a drug-free campus is part of this commitment. The drug-free policy is designed to provide a drug-free

environment for students and employees wherein intellectual, physical, and social activities may occur. The long-term well-being of students and employees is the objective of the policy.

## POLICY:

The illegal manufacture, distribution, possession or use of illicit drugs or alcohol on the Campus or anywhere else as any part of the College's activities is strictly prohibited.

Employees are forbidden to perform safety, security, or image sensitive, functions for the College while a prohibited drug is in their system or possession. An employee must notify their supervisor in writing of a criminal conviction of a drug-related or alcohol-related offense no later than five days following the conviction.

A referral service for drug or alcohol counseling and treatment is available through the Student Affairs area to students and through Human Resources for employees. Treatment and rehabilitation programs will be conducted at the direction and the expense of the student or employee. Sick leave or other appropriate benefits may be available for treatment or rehabilitation services for benefits-eligible ICC employees. Seeking help from, being referred to or from these services is confidential and will not, alone, result in any disciplinary action. Individual privacy will be maintained in any counseling/ rehabilitation process. Satisfactory completion of a treatment or rehabilitation program may entitle the student or employee to reenter a Campus program of study or employment. Drug and alcohol testing of applicants for regular positions (50% or more) and current employees shall be conducted in accordance with applicable federal and state law.

Students and employees will receive notification of the College's policy, applicable legal sanctions and a description of the health risks associated with the use of illicit drugs and the abuse of alcohol. A violation of this policy will be considered a major offense, which can result in the immediate recommendation for dismissal of an employee or expulsion of a student. Employees may be required to demonstrate satisfactory participation in a drug rehabilitation program. A criminal conviction is not required for sanctions to be imposed upon an employee or student for violations of this policy.

## HEALTH RISKS:

Serious health risks are associated with the use of illicit drugs and the abuse of alcohol and include, without limitation: a lowered immune system, damage to critical nerve cells, physical dependency, lung damage, heart problems, liver disease, physical and mental depression, increased infection, irreversible memory loss, personality changes and thought disorders. With most drugs, it is possible that users will develop psychological and physical dependence. The general categories of drugs and their effects follows:

## ILLICIT DRUGS:

### Amphetamines/Methamphetamine Stimulants: (Speed, Uppers, Crank, Ecstasy, etc.)

Speed up the nervous system, which can cause increased heart and breathing rates, higher blood pressure, decreased appetite, headaches, blurred vision, dizziness, sleepiness, anxiety, hallucinations, paranoia, depression, convulsions, and death due to a stroke or heart failure.

### Anabolic Steroids

Seriously affect the liver, cardiovascular and reproductive systems. Can cause sterility in males and females, as well as impotency in males.

### Barbiturates/Depressants/Benzodiazepines: (Downers, Quaaludes, Valium, etc.)

Slow down the central nervous system, which can cause decreased heart and breathing rates, lower blood pressure, slow reactions, confusion, distortion of reality, convulsion, respiratory depression, coma, and death. Depressants combined with alcohol can be lethal.

### Cocaine/Crack/Ice

Stimulates the central nervous system and is extremely addictive, both psychologically and physically. Effects include dilated pupils, increased heart rate, elevated blood pressure, insomnia, loss of appetite, hallucinations, paranoia, seizures, and death due to cardiac arrest or respiratory failure.

### Hallucinogens: (PCP, angel dust, LSD, etc.)

Interrupt the functions of the part of the brain that controls the intellect and instincts. May result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depression, anxiety, violent behavior, paranoia, hallucinations, increased heart rate and blood pressure, convulsions, coma and heart and lung failure.

### Cannabinoids: (Marijuana, hashish, hash, etc.)

Impairs short-term memory, comprehension, coordination and motivation. May cause paranoia and psychosis. Marijuana smoke contains more cancer-causing agents than tobacco smoke. The way in which marijuana is smoked – deeply inhaled and held in the lungs for a long period – enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.

### Narcotics: (Heroin, Morphine, Demerol, Percodan, etc.)

Initially produce feelings of euphoria often followed by drowsiness, nausea and vomiting. An overdose may result in convulsions, coma and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in AIDS.

## OTHER ADDICTIVE SUBSTANCES:

**Alcohol:** Causes short-term changes in behavior, impairment of judgment and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long-term effects of alcohol abuse include damage to the liver, heart and brain. Alcohol may cause such conditions as: ulcers, gastritis, malnutrition, delirium tremors and cancer. Alcohol combined with other 6 barbiturates/depressants can prove to be a deadly mixture.

**Tobacco/Nicotine:** The Centers for Disease Control says that tobacco/nicotine/cigarette smoke is responsible for more than 480,000 deaths per year in the United States. About 30 percent of the 130,000 cancer deaths each year are linked to smoking. Lung, larynx, esophagus, bladder, pancreas and kidney cancers strike smokers at increased rates. Emphysema and chronic bronchitis are ten times more likely among smokers.

Further information concerning health risk may be found in the Student Affairs area. One's personal physician should also be consulted about the health risks associated with alcohol and drug use.

## REHABILITATION PROGRAMS:

A referral service for students and employees is maintained in the Student Affairs area. In addition, the toll-free, hotline numbers listed herein may be of use to those needing help or advice:

Alcoholic Anonymous 620-332-9294

National Clearing House, Alcohol & Drug Info 1-800-729-6686

Narcotics Anonymous <https://www.na.org/meetingsearch/>

National Council on Alcoholism 1-800-622-2255

Four County Mental Health Center Crisis Hotline 1-800-499-1748

National Institute on Drug Abuse 1-800-662-HELP or [www.nida.nih.gov](http://www.nida.nih.gov)

Four County Mental Health Center (620) 331-1748 or <http://www.fourcounty.com> 3751 W. Main Street, Independence KS 67301

Reach-Out Hotline Alcohol, drug crisis intervention, & mental health 1-800-522-9054 Montgomery County Health Department (405) 321-0022



## COLLEGE SANCTIONS:

Disciplinary sanctions for violations of the standards of conduct required by this policy will be imposed on students and employees as identified in the Student Handbook (for students) and the Policies and Procedures Manual or Board Policies related to Employment (for employees). Courts do not excuse individuals convicted of these offenses from a prison sentence to go to college or work. A conviction for such an offense could seriously affect one's record and prevent entry into many careers. ICC requires students to abide by the terms of this policy as a condition of College attendance.

Student Sanctions may be found in the [Student Handbook](#) on page 16. In addition, Student Housing has the following sanctions:

- Smoke Detector Covered:
  - 1<sup>st</sup> offense: \$50 fine.
  - 2<sup>nd</sup> offense: \$100 fine.
  - 3<sup>rd</sup> offense: Possible Eviction.
- Possession of Alcohol:
  - 1<sup>st</sup> offense: \$100 fine and Student Conduct Referral.
  - 2<sup>nd</sup> offense: \$250 fine.
  - 3<sup>rd</sup> offense: Possible Eviction.
- Smoking in Room:
  - 1<sup>st</sup> offense: \$100 fine and Student Conduct Referral.
  - 2<sup>nd</sup> offense: \$250 fine.
  - 3<sup>rd</sup> offense: Removal from Housing.
- Possession of Drug Paraphernalia:
  - 1<sup>st</sup> offense: \$100 fine and Student Conduct Referral.
  - 2<sup>nd</sup> offense: \$250 fine.
  - 3<sup>rd</sup> offense: Removal from Housing.

Penalties for violations of drug and alcohol under federal law for unlawful possession of a controlled substance in violation of 21 U.S.C. §844(a), include:

**First Conviction:** term of imprisonment of not more than 1 year, a minimum fine of \$1,000, or both.

**Second Conviction:** At least 15 days in prison but not more than 2 years, minimum fine of \$2,500 but not more than \$250,000 for an individual, or both.

**After two convictions:** At least 90 days in prison but not more than 3 years, minimum fine of \$5,000 but not more than \$250,000 for an individual, or both.

For more information about maximum penalties for violation of the Federal Controlled Substances Act and Related Laws, see <http://www.fas.org/sgp/crs/misc/RL30722.pdf>

Unlawful distribution of a controlled substance to an individual without that individual's knowledge with the intent to commit a crime of violence, including rape is punishable by up to 20 years of imprisonment; a maximum fine of \$250,000. 21 U.S.C. §841(b)(7).

Unlawful distribution of a controlled substance, possession with intent to distribute, or manufacturing a controlled substance in, on or within 1000 feet of a public college or university is punishable by not less than 1 year of imprisonment and twice the maximum penalty provided by law. For second convictions, the mandatory minimum term of imprisonment is 3 years and three times the maximum punishment provided by law. 21 U.S.C. §860.

Penalties for drug traffickers and possessors also include loss of federal benefits, including student loans and federal financial assistance, and civil penalties up to \$10,000 for each violation. 21 U.S.C. §862 and 21 U.S.C. §844a(a).

### Drugs – State law penalties:

Penalties under Kansas law for the unlawful possession or distribution of drugs are based on the quantity of drug, type of drug, and criminal history of the defendant. See K.S.A. 2012 Supp. 21-5706. Maximum penalties range from fines of \$100,000 to \$500,000 and imprisonment from 10 months to 17 years.

### Alcohol-related penalties under State law:

It is illegal under Kansas law and local ordinance for a person of any age to consume alcoholic liquor on public property except when permitted by Kansas Board of Regents and University policy. A violation of this state law is punishable by a fine of not less than \$50 nor more than \$200, imprisonment for not more than 6 months, or both.

It is illegal under Kansas law and local ordinances for persons under 21 years of age to possess, consume, obtain, purchase or attempt to obtain alcoholic liquor or cereal malt beverages. Maximum penalties include a fine up to \$500 dollars (a mandatory minimum fine of \$200 for persons 18 and 21 years of age); completion of 40 hours of public service; completion of a community-based alcohol and drug educational or training program with costs assessed to the offender; and mandatory suspension of driving privileges for 30 days for a first conviction; 90 days for a second conviction; and 1 year for a third or subsequent conviction.

Convictions for Driving Under the Influence (DUI) include a mandatory alcohol and drug evaluation and requirement to following any recommendation made as a result of that evaluation with costs assessed to the defendant, and additional penalties, including:

#### First Conviction

- A fine of not less than \$750 nor more than \$ 1,000, and
- Imprisonment of not less than 2 days nor more than 6 months.
- Mandatory minimum 48 consecutive hours in imprisonment.
- Driving privileges suspended for 30 days, followed by a 180-day ignition interlock restriction.

#### Second Conviction

- A fine of not less than \$1,250 nor more than \$1,750.
- Imprisonment of not less than 90 days nor more than 1 year.
- Mandatory minimum 120 hours imprisonment.
- Driving privileges suspended for one year, followed by a 1-year ignition interlock restriction.

### Third Conviction

- A fine of not less than \$1,750 nor more than \$2,500.
- Imprisonment of not less than 90 days nor more than 1 year.
- Mandatory minimum 90 days imprisonment.
- Driving privileges suspended for 1 year, followed by a 2-year ignition interlock restriction.

### Fourth Conviction

- A fine of not less than \$2,500.
- Imprisonment of not less than 90 days nor more than 1 year.
- Mandatory minimum 90 days of imprisonment.
- Driving privileges suspended for 1 year, followed by a 3-year ignition interlock restriction (For a fifth conviction, driving privileges are suspended for 1 year, followed by a 10 year ignition interlock restriction).

Refusal to take a preliminary breath test is a traffic infraction usually resulting in a fine. Refusal to take the breath, blood or urine test offered at the police station for a first offense will result in suspension of driving privileges for one year, and two years required use of an ignition interlock device.

Local city ordinances for drug and alcohol offenses impose sanctions similar in severity to state law.

### SWOT Analysis policies/procedures:

- Strengths of policies/procedure
  - Report It
    - It has been widely publicized.
    - Report It is well known across campus among faculty, staff and many students.
  - Strong process
    - The process for conduct related to students and employees is well stated.
    - The Maxient Technology platform supports a process for reporting, notifying, reviewing, appealing and more.
    - Student Affairs staff members frequently discuss potential improvements for policies and procedures.
    - Conduct process creates direct communication with students to educate them more in depth about policies.
  - Student representation
    - Students have a direct and indirect impact on policy and procedure.
    - Conduct process allows students to be active participants in sanctioning.
- Weakness of policies/ procedures
  - Recurring process involvement
    - Students may not understand the severity of conduct sanctions.
    - Areas of recurring behavioral issues may be in need of additional student guidance.
  - Internal structure
    - Policies need to be renewed to reflect current disciplinary practices.
    - In depth policy/procedure left up to interpretation.

- Opportunities present in part of policies/procedure
  - Collaboration
    - The continued ability to collaborate with key stakeholders is still central to policy/procedure.
    - Chance to aid additional areas of campus life for students and staff.
    - Chance to connect with like-minded professionals for ongoing growth.
  - Potential policy change
    - Over the 2022-23 year, there has been a push to create more clear sanctions and possibly more severe sanctions related to drug use. When looking at peer community colleges, their sanctioning is much more severe. However, we want to ensure the conduct process involves an education component and not only non-education type sanctions.
    - Flexibility of college allows policy revisions and change to happen quickly.
- Threats presented in part of policies/procedures
  - Legislative changes
    - Ongoing changes to the legislative landscape directly impact our policy.
    - Marijuana decriminalization.
      - While there may be states around Kansas where the state has provided some legalization, Kansas has not. In addition, students will need to be reminded it is not legal on a national scale.
  - Covid-19
    - The college will continue to see the threats that Covid-19 created and magnified. Culture and habits may have been formed due to past Covid-19 restrictions.
- Overarching review of Policies/Procedures
  - The college has strong policies and processes in place.
  - The Report It feature is well known across campus.
  - More awareness about the severity of conduct sanctions is needed.
  - Collaborative efforts from stakeholders are present and continue to help strengthen overall policy/ procedure process.
  - Conduct officers could use more resources to create meaningful resolutions to cases.

## REVIEW OF FACULTY AND STAFF PROGRAMMING:

All Independence Community College employees have free access to a wide range of educational, resources-based, or referral-based assistance to help meet their needs, free of charge.

The resources cover education about choosing physicians, selecting programs, and preparing for physician visits. Resources offered include self-help tools for Emotional Wellbeing, Relationships, Health, Resilience, and Assessments. There are tools for community resources from Addiction to Utility Bills, and much in between.

The Employee Assistance Program (EAP) is a special service provided for State of Kansas benefits eligible employees and their dependents at no charge. The EAP provides 24/7 support including information,

short-term counseling, advice, and referrals from licensed professionals who understand the typical stresses we all face day in and day out.

#### Completion of the Drug-Free Schools and Campus Regulations Compliance Checklist:

The Completion of the Drug-Free Schools and Campus Regulations Compliance Checklist is an instrument provided by the Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention. This is a 13-question checklist that was used to appraise the overall efforts of the campus drug and alcohol prevention programming. For items that were not currently being done or for items that could be improved plans were made for the coming year. The completed checklist can be located in (Appendix 1).

#### Review of Drug and Alcohol programming for 2021-22 and 2022-23:

Independence Community College provides various programming and resource services to the campus community. These efforts are provided through campus presentations, surveys, community events, and materials available from Student Affairs.

#### New Student Orientation Presentation:

At the beginning of the Fall semester, all residents are required to participate in orientation to familiarize themselves with how to be successful while attending ICC. Additionally, students are made aware of policies and risks associated with the use of alcohol and drugs on campus. Additional New Student Orientation sessions are being planned for the other start dates during the year.

#### College success class:

Approximately 25-35% of all students take the College Success Class. During the Healthy Mind and Body portion of the course, students are given information on how to manage stress and promote healthy behaviors in college.

#### Student Life Coordinator Programming:

During the Fall of 2021 and the Spring of 2022, the college was able to have the Student Life Coordinator position under Student Affairs. Some of the programs this position was able to provide included Alcohol and Drug (specifically Marijuana) programming as students entered or exited the Café during high traffic times. While the interaction may have only lasted five minutes, students were able to learn more about the effects of alcohol and marijuana. In addition, this position was able to partner with local law enforcement to hold mock driving impaired experiences for students. Students were able to experience how driving intoxicated can severely impair ones driving.

#### Student Code of Conduct Presentations:

All athletic teams attend presentations from the Director of Student Life on code of conduct, consent, bystander intervention, and risks associated with the use of alcohol and other drugs. In addition, Student Tutors also receive this information each semester. These presentations are also offered to other programs across campus such as Band, Theater, and Technical programs.

### Overall Wellness & Mental Health info Presentations:

The Vice President for Student Affairs visited with each athletic team and discussed the importance of overall wellness and mental health. Students were provided info on resources such as Telehealth and the ICC Clinic.

### Healthy Minds Survey:

All students were encouraged to participate in the Healthy Minds Survey which took place in April of 2023. The survey assesses a wide range of factors including mental health and the use of drugs and alcohol. The data collected in this survey will help with assessment between review periods.

### Sexual Assault Awareness Softball Game:

The softball team partnered with opposing team to host a sexual assault awareness event. Promotional materials were provided prior to the game.

### Get Inclusive Webinar Module Voices for Change:

Students participated in the module to learn healthy behaviors, and the effect of alcohol and drug use in college. The module isolates 6 areas of importance that help students navigate the college environment.

### Mental Health First Aid:

Roughly ten faculty and staff members attended the Four County Mental Health First Aid training in August of 2021. During this 8-hour training, there was additional pre-work and a section of the training focused on substance abuse.

### SWOT Analysis Programming:

- Strengths of programming
  - Collaboration and community
    - Ability to work hand in hand across multiple departments.
    - Chance to assist and aid an AOD incorporation with alternative programming.
  - Engaging and extensive
    - Having a Student Life Coordinator supported greater programming efforts.
    - Programming provides students with a relevant and hands on experience.
    - Dedicated cohort programming to deliver relevant content.
    - Ability to adapt programming has grown.
  - Innovation
    - Shifted focus onto digital platforms allows for deeper reach.
    - Use of various mediums helps with engagement and interaction.
- Weaknesses of programming
  - Stakeholder issues
    - Unequal buy in from key stakeholders cause issues in planning and implementation.
  - Recovery programming
    - Lack of programming targeted toward recovery.

- Knowledge accessibility
  - Necessary component for process evolution and programming efforts are not readily available.
  - Follow-up procedures for process evaluation and programming efforts are minimal.
- Opportunities presented in part of programming
  - Partnerships with the Campus Nurse to provide programming on effects of Drugs and Alcohol.
  - Community collaboration efforts
    - Community partnerships can provide deeper sense of reach off campus.
- Threats presented in part of programming
  - Parental influence
    - Ability to program hurt by over involvement in student transition.
    - Parental value and beliefs can directly affect student involvement mind set.
  - College culture
    - Shift in party culture provided stronger urge to use AOD.
    - Enforcement and education programing strained in part by growing sense of party culture.
  - Legislation
    - Differences in legislation across the country create value and beliefs that directly affect student involvement mind set.

## ESTABLISHMENT OF RECOMMENDED ACTIONS FOR THE FUTURE:

1. Improve the process for notifying students and employees about information related to alcohol and other drugs.

- An Email will go out at the beginning of the Fall semester to all employees and students.
- All Admission Acceptance letters will reference the Right to Know/Student Consumer Information page.
- Working on communication to potential ICC applicants (prospective students) to know about policies.
- Working with ICC NOW staff to ensure ICC NOW students receive this information.
- Work with HR to ensure all new employees receive information on alcohol and drug policies, prevention and more.

2. Continue to utilize the Health Minds study to further understand student behavior in relation to alcohol and drugs.

3. Additional Programming:

- Collaborate with community organizations and the Campus Nurse to offer additional programming on Alcohol and Drugs.
- Encourage RA's to provide additional programming on Alcohol and Drugs.

## CONCLUSION:

A comprehensive review of Independence Community College's Drug and Alcohol program reveals that the college is in compliance with all federal regulations. Overall, the college was successful in improving efforts to address alcohol and other drugs on campus. There are opportunities for improvement where programming efforts could be increased, and where more data can be collected to better analyze efficacy of programs.

ICC is doing well with the policies and programs we have in place. We cover a variety of populations and topics with our efforts. As the College's alcohol and drug policies have been revised, we continue to assess enforcement of the policies, and work toward greater communication about the programs that are offered. We know that by continuing to collaborate, we will be able to sustain and improve our efforts with alcohol and other drug prevention.

Over the next biennium period we will work to build relationships with key stakeholders, streamline data collection and analysis, and consider best practices in prevention programming and intervention strategies. With a comprehensive and collaborative approach, we will continue to be in compliance with the federal regulations and provide a more holistic experience to students and employees both on and off campus.



## Appendix 1:

1. Does the institution maintain a copy of its drug prevention program? **Yes.**
  - a. If yes, where is it located? Student Affairs Office
  
2. Does the institution provide annually to each employee and each student, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following?
  - a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities. Students: Yes. Staff and Faculty: Yes.
  - b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol. Students: Yes. Staff and Faculty: Yes.
  - c. A description of applicable legal sanctions under local, state, or federal law. Students: Yes. Staff and Faculty: Yes.
  - d. A description of applicable counseling, treatment, or rehabilitation or re-entry programs. Students: Yes. Staff and Faculty: Yes.
  - e. A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions. Students: Yes. Staff and Faculty: Yes.
  
3. Are the above materials distributed to students in one of the following ways?
  - a. Mailed to each student (separately or included in another mailing). **No.**
  - b. Through campus post offices boxes. **No.**
  - c. Class schedules which are mailed to each student. **No.**
  - d. During freshman orientation. **Yes.**
  - e. During new student orientation. **Yes.**
  - f. In another manner (describe):
  
4. Does the means of distribution provide reasonable assurance that each student receives the materials annually? **Yes.**
  
5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution? **Yes.**
  
6. Are the above materials distributed to staff and faculty in one of the following ways?
  - a. Mailed- Staff: No Faculty: No.
  - b. Through campus post office boxes- Staff: No. Faculty: No.
  - c. During new employee orientation- Staff: Yes. Faculty: Yes.
  - d. In another manner (describe)
  
7. Does the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually? Staff: Yes. Faculty: Yes.
  
8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution? **Yes.**

9. In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?

- a. Conduct student alcohol and drug use survey– **Yes**.
- b. Conduct opinion survey of its students, staff, and faculty-Students: **Yes**. Staff and Faculty: **No**.
- c. Evaluate comments obtained from a suggestion box-Students: **No**. Staff and Faculty: **No**.
- d. Conduct focus groups-Students: **No**. Staff and Faculty: **No**.
- e. Conduct intercept interviews- Students: **No**. Staff and Faculty: **No**.
- f. Assess effectiveness of documented mandatory drug treatment referrals for students and employees–Students: **No**. Staff and Faculty: **No**.
- g. Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees-Students: **Yes**. Staff and Faculty: **Yes**.
- h. Other (please list)

10. Who is responsible for conducting these biennial reviews? The Vice President for Student Affairs conducts the biennial review in collaboration with various departments across campus including, Student Life, Institutional Research, Athletics, and Campus Committees.

11. If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug prevention program and the results of the biennial review? – Yes – through the Student Right to Know section of the ICC website.

12. Where is the biennial review documentation located? Name: Cody Westerhold Title: Director of Student Life Department: Student Affairs Phone: 620-332-5496 E-mail: [Cwesterhold@indycc.edu](mailto:Cwesterhold@indycc.edu)

13. Comments: None.