

Estrella Mountain Community College Avondale, AZ Biennial Review- 2022-2023 Alcohol and Other Drug Programs

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Background Information

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 by its students and employees on its premises and as a part of any of its activities. At a minimum, each IHE must distribute the following in writing to all students and employees annually:

- 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 employee 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) ensuring 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 its 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.

Estrella Mountain Community College (EMCC), 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 determine if the College fulfills the requirements of the aforementioned Federal regulations. [The last biennial report was completed in 2022.](#)

Dr. Patricia Cardenas-Adame, Vice President of Student Affairs, tasked a broad-based group to prepare EMCC's Biennial AOD report. Members of the College Community engaged in this effort include:

- Lyle Bartelt, Wellness Fitness Supervisor
- Joe Delgado, Commander, College Police
- Grace Kirker, Project Manager, Center for Workforce and Experiential Learning
- Herschel Jackson, Athletic Director, Student Life and Leadership/Athletics
- Jason Martinez, Faculty Chair, Counseling Division
- Isaac Torres, Dean of Student Affairs, Student Affairs Division
- Sharon Lind, Administrative Coordinator, Vice President of Student Affairs Office
- Sara Schweitzer, Administrative Associate Coordinator, Dean of Students Office

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 2022-2023 and 2023-2024 academic years.

This document was written to reflect activity that occurred during the reporting cycles of 2022-2023 and 2023-2024.

Program Inventory

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

- Welcome Week activities
- Student club and organization activities
- Graduation efforts
- College Success Week
- Week of Champions
- Student Success Fair
- Wellness events
- Career Fairs
- University visits
- Community events
- Building openings and dedication
- Cultural events sponsored by the International and Intercultural Education Committee and Diversity, Equity, Inclusion, and Access Team (DEIAT) such as Hispanic Heritage, Native American Heritage, Black History, and Women's History, etc.

Estrella Mountain Community College promotes healthy behaviors and conduct in a variety of student onboarding activities. These activities serve as a starting point for students to be exposed to success strategies that increase positive experiences during their college journey. These activities include information to encourage health self-care practices and highlight supports and services on campus that are available to students.

- Student Onboarding Activities, but are not limited to:
 - Open House
 - New Student Orientation
 - Program-specific Orientation (i.e., Culinary, Nursing, etc.)
- Support Services Highlighted, but are not limited to:
 - Student Life and Leadership
 - Fitness and Wellness
 - Counseling Services
 - Dean of Students Office

Policy Inventory

As stated in the Abuse-Free Environment, AR 2.4.7, Maricopa County Community College District (MCCCD) closely aligns with the Drug-Free School and Communities Act of 1989 and other relevant substance abuse laws. As a college of MCCCD, EMCC upholds all federal, state, and local laws and policies limiting or restricting drug and alcohol use and abuse on campus. MCCCD Administrative Regulations that address an Abuse-Free Environment and the Use of are listed below:

Alcoholic Beverages:

- AR 2.4.7 – Abuse-Free Environment: <https://district.maricopa.edu/administrative-regulations/2-students/2-4>
- AR 4.13 – Alcoholic Beverages-Usage Regulation: <https://district.maricopa.edu/regulations/admin-regs/section-4/4-13>

See also the Auxiliary Services section for Tobacco-Free Environment (<https://district.maricopa.edu/administrative-regulations/4-auxiliary-services/4-12>) and the Appendices/Student Section Medical Marijuana Act (<https://district.maricopa.edu/administrative-regulations/appendices/2-students/s-16>) of the Administrative Regulations.

[AR 4.14 - Motor Vehicle Usage](#)

[Staff Policy Manual](#)

A-4 – Employment Standards

A-18 – Drug Free Workplace

C-4 – Progressive Discipline

[AR 2.5 – Student Rights and Responsibilities](#)

Article III: Prohibited Conduct; 4. Conduct - Rules and Regulations

- Violation of any college or District policy, rule or regulation published in hard copy or online, such as a college catalog, handbook, etc. or available electronically on the college's or MCCCD website.
- Violation of federal, state or local law.
- Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law, unless such use is prohibited due to a program of study for fields that are deemed safety sensitive positions. (Abuse-Free Environment AR 2.4.7, S-16 statement on the Arizona Medical Marijuana Act Proposition 203).
- Illegal use, possession, manufacturing or distribution of alcoholic beverages or public intoxication.

Article IV: Student Conduct Code Procedures; 9. Sanctions

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. Disciplinary 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 which can include, but is not limited to, eligibility for some leadership roles, scholarships, membership in college-affiliated organizations, programs, and activities, and restricted access to college premises.
- 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 community, apology letters, educational programs, or other related discretionary assignments. (Such assignments must have the prior approval of the Student Conduct Administrator and will have specific due dates.)
- vi. Behavioral Requirement - engagement with services or programs designed to address behaviors of concern through education and skill-building.
- vii. College Suspension - separation of the student from all the colleges in MCCCDC for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. Suspension from ONE college means a suspension from ALL colleges in MCCCDC.
- viii. College Expulsion - permanent separation of the student from all the colleges in MCCCDC. Expulsion from one college means expulsion from all MCCCDC colleges.
- ix. Degree/Certificate Revocation - permanent revocation of a student's degree and/or certificate.
- x. Other Sanctions - additional or alternative sanctions may be created and designed as deemed appropriate to the offense with the approval of the Student Conduct Administrator.

Description of the AOD program elements

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. Estrella Mountain Community College offers indoor and outdoor public spaces at all campus sites. Estrella Mountain Community College provides three (3) common areas on campus including study spaces as well as a café that serves breakfast and lunch. A Lactation/Reflection room is open to students and staff in addition to academic support areas including the Computer Commons, Library, and Tutoring Center. Estrella Mountain Community College also offers extended hours during evenings and weekends. All public spaces are open to students during this time. Campus police officers are onsite Monday - Friday from 6am to 10pm and Saturday from 7am to 3pm. Contract security officers are onsite the remaining times. Estrella Mountain Community College offers a Student Union where students are encouraged to use the computers, take fitness and physical education classes, participate in student forums, and congregate with other students. The Student Union is an alcohol-free setting, as are all Maricopa County Community College District buildings and properties.

Alcohol is Banned or Restricted on Campus

Serving of alcoholic beverages is restricted at Estrella Mountain Community College. In the years in which this report was written, two (2) events occurred in which alcohol was available. No EMCC funds were used to purchase the alcohol. The event and venue was restricted to a number of attendees. All alcohol consumption was limited to a confined area, and alcoholic beverages were served and consumed during a designated time period. Each event went through an internal process that required the approval of the Chancellor of Maricopa County Community College District and involved working closely with Maricopa risk management, the Maricopa Foundation, and the City of Avondale to acquire a special event liquor license.

Note: Estrella Mountain Community College personnel are not permitted to purchase or transport alcohol. MCCCCD 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, Estrella Mountain Community College does not permit the use, sale, or distribution of alcoholic beverages.

Normative Environments

Pro-health Messages Publicized on Campus

EMCC promotes health behaviors for employees through a variety of healthy lifestyle promotions through employee benefit programs and campus awareness activities including but not limited to:

- [MCCCCD Employee Assistance Program \(EAP\)](#)
- [MCCCCD "Dimensions" - Wellness Maricopa Newsletter](#)
- EMCC Mental Health/First Aid
- EMCC Happiness Project
- EMCC Meditation Session
- Updated Institutional Values
- Health Risk Credit for non-tobacco use and biometrics screening

Events and activities are hosted by various employees and promoted to full-time, part-time, student, temporary, and seasonal employees. Events and activities are shared electronically, and all employees are encouraged to attend.

Vision, Mission, Values

EMCC reviewed its vision, mission, and values in the 2023-2024 academic year. As a result, well-being was identified as one of the campus values. EMCC's value of Well-Being is defined as, *"We believe in fostering an environment that compassionately supports each individual's unique approach to enhancing their health and maximizing their potential."*

Vision

EMCC will be the educational and cultural center where students can cultivate their potential to promote personal growth and community impact.

Mission

EMCC provides transformative and inclusive learning experiences that foster lifelong learning. We strive to empower students to maximize their talents, improve their quality of life, and transform their communities.

Values, We value learning and engagement through:

- Student-Centered - We believe in keeping students at the forefront of decision-making to enable their success by assessing and understanding their needs, interests, culture, talents, and goals.
- Learning - We believe learning happens in many ways, thus we provide meaningful and engaging experiences that promote transformation, growth, and continuous improvement.
- Integrity - We believe in demonstrating a consistent and uncompromising adherence to ethical principles and values by practicing accountability, transparency, and honesty.
- Well-Being - We believe in fostering an environment that compassionately supports each individual's unique approach to enhancing their health and maximizing their potential.
- Diversity, Equity, and Inclusion - We believe in cultivating a respectful environment that embraces the power of a diverse community, fosters a climate of respect, and promotes a sense of belonging.

The vision, mission, and values are the guiding focus for institutional efforts and institutional goals will be reflective of these statements and values.

Mental Health First Aid (MHFA) Training

The Fitness and Wellness Program continues to provide Mental Health First Aid (MHFA) training to employees. MHFA teaches participants to recognize the signs and symptoms that suggest a potential mental health or substance use challenge, how to listen non judgmentally, and give reassurance to a person who may be experiencing a mental health or substance use challenge, and how to refer a person to appropriate support and services. Mental Health First Aid Learning Objectives are:

- Describe the purpose of Mental Health First Aid and the role of the Mental Health First Aider.
- Identify the impact of mental health and substance use challenges on the wellbeing of American adults.
- Explain that recovery from a mental health or substance use challenge is possible.
- Describe the principles of safety and privacy for both the Mental Health First Aider and the person receiving first aid.
- Explain the 5 steps of the Mental Health First Aid Action Plan (ALGEE).
- Recognize the signs and symptoms of mental health challenges that may impact adults.

- Evaluate the impact of early intervention on mental health and substance use challenges.
- Apply the appropriate steps of the Mental Health First Aid Action Plan (ALGEE) to a non-crisis scenario where a person shows early signs of a mental health or substance use challenge.
- Apply the appropriate steps of the Mental Health First Aid Action Plan (ALGEE) to a non-crisis scenario where a person shows worsening signs of a mental health or substance use challenge.
- Apply the appropriate steps of the Mental Health First Aid Action Plan (ALGEE) to a crisis scenario where a person shows signs of a mental health or substance use crisis.
- Choose appropriate methods for self-care following the application of Mental Health First Aid in a crisis or noncrisis situation.

Mental Health First Aid training enrollment for each reportable year: Fall 2022-4 employees, Spring 2023- 5 employees, Summer 2023- 11 employees, Fall 2023- 7 employees, Spring 2024- 8 employees, Summer 2024- 1 employee for a total of 23 enrollments for 2022-2023 and 16 enrollments in 2023-2024

EMCC Happiness Project

The Fitness and Wellness program continues to initiate innovative campus strategies to promote healthy choices. In Fall 2023, an educational program for employees to expand on mental health preparation occurred. Program details and participation are provided below.

Description: We all want to be happy, but what can we do to intentionally raise our level of happiness? It's not just about external experiences that we think "make us happy". Join us as we review the evidence-based practices of what happy people do (exercising, sleep, social connections, mindfulness, feelings of awe, etc.), and choose a practice you'd like to work on during 5 weeks in October & November. Connect with like-minded colleagues to support each other along the way as we pursue our happiness.

Modality: There are two in person sessions with four weeks of engaging in your chosen happiness boosting practice. We will maintain our connection and mutual support via weekly asynchronous Canvas Discussions. Accommodations are available for those needing to participate virtually. In person Session Schedule: Fall Happiness Project Kick Off: Wednesday October 11th 12:00pm-1:00pm in CTL S 112, Fall Happiness Project Wrap Up: Wednesday November 29th 12:00pm-1:00pm in CTL S 112 Supporting participants to engage in healthy practices promoting inner happiness mitigates the risk of self-medicating with substances to feel happy.

The Happiness Project has the following enrollments by semester. For Spring 2023- 18 employees, Summer 2023- 8 employees, Fall 2023- 3 employees, and Spring 2024- 1 employee for a total of 30 employees.

Fitness and Wellness Program S.W.O.T. Analysis

The Fitness and Wellness Program undergoes a SWOT analysis to review its programming related to alcohol and drug prevention. This analysis includes the 2022 and 2023 academic years. The following sections provide a high level overview of the programming that has occurred at EMCC.

Opportunities

- Record-high temperatures provided the opportunity to create indoor environments to incorporate fitness and health wellbeing activities
- Threats
 - Possible reduced MCCCCD wide budgets resulting from failed ballot initiatives.

Student Leadership Activities that Promote Positive, Healthy Norms

Strengths

- Consistent holistic approach to well-being, which includes substance use awareness for both employees and students continues as the greatest strength.
- Collaboration with Student Life to provide drug and alcohol free events emphasizing practicing healthy habits to support good academic performance thus normalizing sobriety.
- Alcohol and Drug Free environment is normalized and encouraged at EMCC.
- Providing Mental Health First Aid training to employees.
 - o Employees are then better prepared to notice signs and symptoms of substance misuse and encourage recovery.
- Collaboration with the Arizona Air National Guard Drug Demand Reduction Force to provide interactive experiences illustrating the dangers of substance use.

Weaknesses

- No line item budget for student wellness programs to include substance abuse awareness
- Competition for funding due to static budgets combined with increased post pandemic enrollment growth
- Budget impacts have reduced the ability of all areas to maintain partnerships/collaborations related to AOD

Student Government does not host programs with alcohol, accept donations from alcohol companies, or use marketing or branding with alcohol.

Opportunities to Advise and Mentor Peers

Personal Allies for Learning Success (PALS) were hired through the EMCC Title V Grant and Department of Education IREPO grant to support first-generation students through their transition to college and first year at Estrella Mountain Community College (EMCC). PALS provided individual help for students with nonacademic skills such as time management, study skills, navigating college life in and out of the classroom, and getting students connected to campus resources. PALS delivered workshops and engaged with students individually to develop success strategies. PALS participants experience higher persistence, retention, average GPA, and higher credit accumulation than non-participants. The grant ended on May

10, 2024; however, best practices learned are being integrated into the college academic advisement case management approach.

AOD Activities available to all students

Estrella Mountain Community College strives to promote the five principles (Healthy Eating, Healthy Sleeping, Physical Activity, Substance Abuse Awareness and Prevention, and Stress Management and Resilience to Stress) for a holistic healthy lifestyle. The principles are developed in scaffolded educational learning programs and events hosted by the fitness and wellness program. Estrella Mountain Community College offers a variety of programs and services for students and employees to help reduce and prevent the use of alcohol and other drugs. Maricopa County Community College District and Estrella Mountain Community College policies prohibit substance use on campus, and there are disciplinary processes for violations.

2022-2023 and 2023-2024 AOD Program Goals and Accomplishments

Goals

- Maintain compliance with the Drug-Free Schools and Campuses Regulations and Drug-Free Schools and Communities Act.
- Expand ongoing programming focused on raising awareness of the dangers, signs, and symptoms, resources for prevention and recovery, and enforcement of policies and procedures regarding alcohol and other drug use.
- Expand education programming to ensure students and employees are informed of policies & procedures.

Accomplishments

- 39 participants in the Mental Health First Aid training program
- Well-Being added as an institutional value
- 30 participants in the Happiness Project
- A broad-based campus stakeholder group utilized to prioritize AOD efforts on campus
- Maintain compliance with Drug-Free Campus Regulations
- 2022-2024 biennial report prepared

Summary of AOD program strengths and weaknesses

Summary of AOD Program Strengths

- EMCC is in compliance with the Drug-Free Schools and Campuses Act.
 - EMCC consistently enforces District policy and local laws by working with College Police.

- An annual notification of AOD reporting is sent to students' Maricopa email via MCCCCD's Customer Relations Management (CRM) System.
- MCCCCD policy prohibits alcohol use on campus and at College-sponsored events.
- MCCCCD is a Tobacco-Free campus.
- MCCCCD Student Conduct Code and Staff Policy Manual address alcohol and illegal drug possession, distribution and use both on and off campus as well as sanctions for policy violations.
- Campus and Employee interest in well-being has continued to grow.
 - EMCC has adopted a new institutional value of well-being.
 - EMCC strategic planning goals encompass student and employee well-being.
 - Employee education programs related to alcohol and other drugs have been extremely popular.

Summary of AOD Program Weaknesses

- EMCC needs to convene broad-based stakeholders annually to review, assess, develop, and implement Alcohol and Other Drug programming.
- Although the campus has continued to return to pre-pandemic levels, services and programming have been impacted and have yet to recover fully from the pandemic.
- Continuous budget impacts related to enrollment continue to be a factor of concern. The result limits support for Alcohol and Other Drug programming.
- Student engagement on campus is limited, and campus activities have seen a decline in student participation requiring alternate approaches to be developed.

Procedures for distributing annual AOD notification to students and employees

Estrella Mountain Community College (EMCC) and Maricopa County Community College District (MCCCCD) distribute annual notifications about AOD policies to students and employees. Students and staff receive an annual notification via their Maricopa and College email address, respectively.

Policies distributed to students and employees

Copies of disclosures are linked below:

- [HEA Disclosures](#)
- [MCCCCD Drug and Alcohol Prevention Programs Annual Notification](#)

New students and employees are sent the Drug and Alcohol Prevention Programs Annual Notification via email from the MCCCCD system for their reference which outlines:

- Standards of conduct.
- Annual acknowledgement of Employee Drug and Alcohol Abuse Prevention.

The following notifications of alcohol and drug-related policies and regulations in addition to resources can be found on the MCCC website: <https://district.maricopa.edu/administrative-regulations/2-students/2-4>

- A list of applicable legal sanctions under federal, state, or local laws for the unlawful possession or distribution of illicit drugs and alcohol.
- Health risks associated with the abuse of alcohol or use of illicit drugs.
- A list of alcohol programs that are available to employees and students and a clear statement that the IHE (institution of higher education) will impose disciplinary sanctions on students and employees for violations of the standards of conduct.

Alcohol and Other Drug Related Statistics

For purposes of this Alcohol and Other Drug Biennial Report, statistics are combined for all college locations. There were no findings in 2022 or 2023 for the following items:

- Drug Arrests
- Drug Referrals
- Alcohol Arrests
- Alcohol Referrals
- Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law.
- Illegal use, possession, manufacturing or distribution of alcoholic beverages or public intoxication

Recommendation for revising AOD programs

- Work with support service leaders to expand Mental Health First Aid training to identify support service employees
- Establish annual review and meeting cadence with AOD broad-based stakeholders
- Collaborate with broad-based stakeholder group for additional student educational awareness programs
- Establish community partnership with local organizations to enhance AOD efforts on campus and within the community
- Review PALS best practices and incorporate into academic advising case management