

# Paradise Valley Community College Biennial Review- 2022-2024 Alcohol and Other Drugs (AOD)

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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 Paradise Valley 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.

Paradise Valley 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. [Jen Miller](#), Dean of Student Affairs formed a committee to complete the review process. The members of the review committee included:

- Michelle Tonn, Administrative Specialist, Student Affairs
- Dr. Norma Chandler, Manager of Student Care and Conduct
- Tatum Bailey, Fitness Center Director, Faculty
- Mike Ho, Director of Student Life
- Commander Scott Meek, College Police
- Dr. Jim Rubin, Faculty, College Counseling

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 from 2020-2022.

# Descriptions of the AOD Program Elements

## 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, Paradise Valley 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 MCCCDC Administrative Regulations which address an Abuse-Free Environment and the Use of Alcoholic Beverages:

- AR 2.4.7 – Abuse-Free  
[Environment-district.maricopa.edu/regulations/admin-regs/section-2/2-4](http://environment-district.maricopa.edu/regulations/admin-regs/section-2/2-4)
- AR 4.13 Use of Alcoholic  
beverages-district.maricopa.edu/regulations/admin-regs/section-4/4-13
- 2.5.2 Student Code of  
[Conduct-district.maricopa.edu/regulations/admin-regs/section-2/2-5](http://conduct-district.maricopa.edu/regulations/admin-regs/section-2/2-5)

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

- Orientation and welcome week activities
- Theater, Music and Art Events
- Fields of Interest Engagement Opportunities
- Student Clubs and Activities

- Graduation
- Sponsored Student Government Events
- Building Openings/Dedications
- Fitness & Wellness Events
- Cultural Events (i.e., Hispanic Heritage, Native American History, Black History, etc.)
- Career Days and Fairs
- University Visits
- Athletics Events

## Creation of Service Learning or Volunteer Opportunities or Required Community Service Work

This is an area of opportunity for PVCC to develop community service or volunteer opportunities.

- Service Learning opportunities are available to students through classroom/faculty participation
- Student Athletes regularly participate in community service as a part of their connection to the community
- A committee has been formed to re-imagine work-based experiences for PVCC students inclusive of service-learning opportunities

## 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. All buildings and properties at PVCC are alcohol and drug-free. The following drug and alcohol free-spaces are available for students to study or meet with friends when the college is open to the public.

- Athletics Facilities
- Black Mountain Campus
- Fitness Center
- Cafeteria
- Buxton Library
- KSC Student Center, including student organization meeting room
- Math Labs
- Puma Pantry and Dress for Success (Puma Empowerment Center)
- Puma Tutoring Center
- Q Building Lounges and Cooking Demo Rooms
- Performing and Visual Arts Center
- Intercultural Center

## Nonalcoholic beverages promoted at events

Paradise Valley 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.

# Normative Environments

PVCC is dedicated to entirely alcohol-free events and activities for students. No events make mention of or promote alcohol and other drugs.

## Pro-health Messages Published on Campus

- Student Affairs regularly encourages wellness through weekly newsletter messages to students.
- The CARE Team regularly advertises resources available to support the health and well-being of students and assistance available for students of concern.
- PVCC advertises many activities to support a healthy lifestyle on the webpage. Students are encouraged to enroll in classes that benefit their overall health and wellness.
- Wellness is a PVCC Strategic Value originating in 2020 to demonstrate the campus commitment to health and wellness.
- Fitness Center provides information regarding fitness, nutrition, exercise, and smoking cessation at campus events.
- PVCC students, employees and community members are able to utilize the Fitness Center, this is promoted on our website and social media.
- Counseling Services offer a variety of wellbeing workshops throughout the academic year, which are promoted through emails, PVCC website and social media.
- Employees are encouraged to utilize resources available through the employee assistance program.
- Students in AAA 115 and CPD 150 (Typically first year students) have coursework focused on developing a healthy lifestyle and self-care.
- Mental Health Awareness Week provides information and awareness about mental health and wellness, which is promoted through PVCC's student newsletter, employee newsletter, website and social media.

## Academic Standards

- Academic standards are met through course competencies in every discipline at PVCC.
- PVCC offers students academic support services through tutoring, embedded tutoring, supplemental instruction, honors programming, student conferences & leadership opportunities, and writing & math support centers.
- Active Learning Strategies are encouraged.

- Use of Peer Assistance Review (PAR) process for probationary residential faculty (faculty engaged in professional development to improve practice).
- Use of the Faculty Evaluation Plan (FEP) for professional development and reflection on areas of improvement for appointed faculty members.

## Faculty Encouraged to Engage in Higher Level Contact with Students

- Each Faculty Chair met with the Manager of CARE and Student Conduct to review resources in order to communicate support information to their faculty members.
- All course CANVAS shells include health and wellbeing information.
- Athletics Faculty Mentors are assigned to each of PVCC's 12 athletics teams.
- 15 faculty members serve as Club Advisors.
- Faculty members serve as assigned leads to students in meta-major (Fields of Interest).
- High faculty participation in NSO, Recruitment, Scholarship events, etc.
- Faculty members are encouraged to do office hours in the tutoring center to support students.

## Student Leadership Promotes Positive, Healthy Norms through experiential education, workshops, social marketing campaigns, and recreational activities.

- Student Life and Leadership provides many opportunities for positive student engagement to include:
  - i. Regular community service activities with Saint Mary's Food Bank
  - ii. Mental Health Awareness Week
  - iii. Stress Relief Activities
  - iv. Student Leadership Council

## Puma Palooza

### Students have Opportunities to Advise and Mentor Peers

- PVCC supports student-to-student mentorship in the Women Rising and Male Empowerment Network
- PVCC employees embedded Peer Mentors into high enrollment classes
- PVCC has 9 peer leaders who provide check-ins with all incoming students
- PVCC has a student senator representing all students district-wide
- PVCC utilizes active student peer groups such as PTK, Student Government, and Honors
- PVCC Peer Mentor program provides training to students as peer mentors and assigns them to FYE and other high-impact classes.
- PVCC has two Peer Leaders assigned to work with BIPOC students in the

## Alcohol Availability

### Alcohol is Banned or Restricted on Campus

Serving of alcoholic beverages is restricted at Paradise Valley Community College. In the years in which this report is concerned, 0 event (s) occurred in which alcohol was available. Paradise Valley 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, Paradise Valley Community College does not permit the use, sale or distribution of alcoholic beverages.

### Alcohol Use is Prohibited in Public Places

Paradise Valley Community College maintains a drug, alcohol, and tobacco free campus. No alcohol is permitted in public places or elsewhere on campus. An annual notification goes out to all staff, faculty and students to remind them that no alcohol is permitted on campus.

### Delivery or Use of Kegs or Other Common Containers is Prohibited on

### Campus

Paradise Valley Community College prohibits alcohol on campus in any form.

## Cannabis Policy

<https://www.maricopa.edu/community-business/business-partnerships/recruitment-guidelines-overview/alcohol-cannabis-policy>

Although marijuana (cannabis) is legal under certain conditions in the state of Arizona, it is not legal under federal law. To ensure compliance with federal law, Maricopa Community Colleges will not post internship or work opportunities at companies that may possess or come into contact with marijuana products. Additionally, Maricopa Community Colleges will not support internships for credit or non-credit where a student may come into contact with marijuana products (including work with a company's clients, attendance at marijuana conventions, etc.).

The Drug Free Schools and Communities Act 1989 (DFSCA) provides, "as a condition of receiving funds or any form of financial assistance under any Federal program, an Institution of Higher Education must certify that it has adopted and implemented a

program to prevent the unlawful possession, use, or distribution of illicit drugs or alcohol by students and employees." Further, under the DFSCA, Institutions of Higher Education must employ "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 its activities." Therefore, businesses that directly work with marijuana in any form would fall under the DFSCA, as marijuana is considered a Schedule 1 drug. The Maricopa Community Colleges are committed to the ongoing protection of student access and eligibility for federal financial aid.

Research projects involving the medicinal use of marijuana must comply with A.R.S. § 15-108(A).

## Smoke-Free/Tobacco-Free Environment

The Maricopa County Community College District is dedicated to providing a healthy, comfortable, and educationally productive environment for students, employees, and visitors. In order to promote a healthy learning and work environment, the Chancellor has directed that the Maricopa County Community College District serve as a total smoke free and tobacco free environment, effective July 1, 2012. Smoking (including the use of "e-cigs") and all uses of tobacco shall be prohibited from all District owned and leased property and facilities, including but not limited to parking lots, rooftops, courtyards, plazas, entrance and exit ways, vehicles, sidewalks, common areas, grounds, athletics facilities, and libraries.

Support signage prohibiting the use of smoking instruments and tobacco shall be placed throughout all college and District locations.

Continued violations by an employee or student shall be handled through the respective conduct procedures established for employees and students.

[See also 4.21 Breathe Easy Tobacco Free | Smoke Free](#)

**AMENDED through the Administrative Regulation Process, March 13, 2012**

**AMENDED through the Administrative Regulation Approval process, October 22, 2008**

**AMENDED through the Administrative Regulation Approval process, August 11, 1998**

**ADOPTED into Governance, September 24, 1996**

**AMENDED Motion No. 8894**

**AMENDED Motion No. 8895**

**AMENDED Motion No. 8896**

**Founding Source:**

**Governing Board Minutes, March 26, 1991, Motion No. 753**



## Marketing and Promotion of Alcohol

### *Alcohol Advertising on Campus is Banned or Limited*

Paradise Valley Community College campus severely limits advertisements of alcohol or alcoholic beverages.

### *Alcohol Industry Sponsorship for On-Campus Events is Banned or Limited*

There are no events on campus which are alcohol industry sponsored.

### *Alcohol Promotions with Special Appeal to Underage Drinkers is Banned or Limited*

Paradise Valley Community College does not participate in promotions related to drinking, underage or otherwise. Our campus and sites are located in neighborhood settings within the vicinity of bars.

### *Alcohol Promotions that Show Drinking in High-Risk Contexts is Banned or Limited*

Paradise Valley Community College does not participate in promotions related to drinking.

### *Pro-Health Messages that Counterbalance Alcohol Advertising are Required*

Paradise Valley Community College maintains a drug, alcohol, and tobacco free campus. This is an area of opportunity to create social norms marketing and programming.

## Policy Development and Enforcement

There were no reportable offences in the following areas during the reporting period of academic years 2021-2022 and 2022-2023:

Arrest For:

Liquor Law Violation

Drug Abuse Violation

Referrals:

Liquor Law Referrals

Drug Law Violation Referral

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.

# Statement of AOD Goals and a Discussion of Goal Achievement

Rather than having standalone Alcohol and Other Drug program goals, PVCC has incorporated wellness into our Strategic Values:

Wellness - We champion a campus culture that recognizes health and wellness as an integral part of learning by fostering an environment supporting the emotional, mental, physical, and social well-being of all. Faculty, staff and students may report students of concern through a [CARE or Conduct Report](#).

Additionally, we have explored our work as a Healthy Campus:

Healthy Campus 2020 is a national effort by the American College Health Association to improve overall health on college campuses nationwide. Their initiative is to promote quality of life, healthy development, and positive health behaviors on college campuses with the overarching goals to:

- Create social and physical environments that promote good health for all.
- Support efforts to increase academic success, productivity, student and faculty/staff retention, and life-long learning.
- Attain high-quality, longer lives free of preventable disease, disability, injury, and premature death.
- Achieve health equity, eliminate disparities, and improve the health of the entire campus community.
- Promote quality of life, healthy development, and positive health behaviors.

PVCC including Wellness as a supporting value demonstrates our commitment to our students, employees, and community, by addressing the needs of the “whole” person and aligns ourselves with the Healthy Campus 2020 initiative.

## Summaries of AOD Program Strengths and Weaknesses

### Summary of AOD Program Strengths

- Culture of collaboration
- Regular student events where alcohol and other drug information is disseminated
- Wellness is a strategic value at PVCC
- MCCC Student Code of Conduct, Staff Policy Manual, and Athletics/Student-Athlete Handbooks address alcohol and drug policies
- Counseling provides counseling and referrals to students.

- As recommended in 2022 report, Mental Health First Aid training offered since 2022

## Summary of AOD Program Weaknesses

- Continues to improve the college AOD information plan and identify resources to support
- College needs to ensure a department/committee owner for AOD Programming
- No designated campus funding to support alcohol and drug related student programming and outreach
- Very limited discussion at the district level regarding AOD initiatives.

# Procedures for Distributing Annual AOD Notification

## **AOD Policy - Procedures for distributing annual AOD notification to students and employees**

AOD I notifications are sent out annually in August. When students register after the annual notification date, they will receive the annual notification. Information and Technology services sends out annual notifications through CAMPUS CAST.

### **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>

### **Student Athlete Handbook & Code of Conduct**

<https://gopumas.com/general/docs/SA-Handbook.pdf>

<https://gopumas.com/general/docs/conduct.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 MCCCC website. H. Violation of federal, state or local law.

- H. Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law.
- I. 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. See the link for details: <https://chancellor.maricopa.edu/public-stewardship/governance/administrativeregulations/2-students/2.5-student-rights-and-responsibilities>

# **Recommendations for Revising AOD Programs**

## **Goals/Recommendations for 2024-2026:**

- Offer more training opportunities for faculty, staff, and students to learn how they can contribute to a healthy learning environment
- Establish a more robust campus campaign to inform students/employees about AOD resources and budget set aside for this programming
- Support partnerships with local resources for AOD referrals for our students.
- Incorporate well-being into FYE and FOI initiatives

- Design self-reporting CARE options for students
- Increase messaging regarding resources (EAP, support folks, environmental, student resources)
- Enhance wellness messaging during orientation and weeks of welcome
- Increase educational messaging regarding tobacco, alcohol and cannabis policies

# Addendums

## Addendum 1 – Staff Policy Manual

<https://www.maricopa.edu/about/handbooks-manuals>

- 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

## Addendum 2 – Administrative Regulations

- Administrative Regulation 4.14 – Motor Vehicle Usage  
<https://district.maricopa.edu/regulations/admin-regs/section-4>
- Administrative Regulation 2.5 – Student Rights and Responsibilities  
<https://district.maricopa.edu/regulations/admin-regs/section-2/2-5>