



Scottsdale Community College

2014-2016

Biennial Review

Alcohol and Other Drug Programs (AOD)

# Maricopa Community Colleges

## Drug and Alcohol Abuse Prevention Report

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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 Scottsdale 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, rehabilitation, or re-entry programs that are available to students or employees
- 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.

Scottsdale 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. Donna Young, Dean of Student Affairs, formed and chaired a committee to conduct a review and participate in the review process. The members of the review committee include:

- Dr. Donna Young, Dean of Student Affairs
- Therese Tendick, Director of the Center for Civic & Global Engagement
- Officer Arlyn Walz, Public Safety

- Ramona Santiesteban, Counseling Faculty
- Stacie Beck, Director of Financial Aid
- Karen Johnson, Director of Human Resources
- Nancy Neff, Director of Institutional Advancement and Community Engagement

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 **2014-2015** and **2015-2016**.

## **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 the Maricopa County Community College District, Scottsdale 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 – see attached policy
- AR 4.13 – Use of Alcoholic Beverages – see attached policy
- 2.5.2 – Student Code of Conduct – see attached policy
- Salt River Pima-Maricopa Indian Community Code of Ordinances Section 14-25 – see attached

Scottsdale Community College offers a number of alcohol-free events and activities which 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 clubs and activities
- Commencement
- Student Success Fair
- Council of Student Leaders Events
- Building openings/dedications
- Wellness Events
- In-Thing

- Homecoming Week activities/events
- Genocide Awareness Week
- Athletic Events
- Service Learning Activities
- Theater, Music, and Art events
- American Indian Program's Social Gathering

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

Service Learning opportunities are available to students through classroom/faculty participation. As of spring 2016, 52 faculty members have Service Learning as part of their curriculum and over 1500 students participated. Additionally, the ACeS (Artie's Community for Service) student club and SCC's Honors Program promotes service to the community and campus through various projects, on and off campus. SCC Service Learning has over 50 community partners where students provide service on a regular basis.

### **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. All buildings and properties at Scottsdale Community College are alcohol and drug-free. The following, drug and alcohol-free spaces, are available for students to study or meet with friends:

- Library (M-Th 7:30 am – 9:30 pm; F 7:30 am – 4:00 pm; Sat 12:00 pm – 4:00 pm)
- Cafeteria (M – Sat 7:00 am – 9:00 pm)
- Writing Center (M-Th 7:30 am – 8:30 pm; F 7:30 am – 3:00 pm)
- Social Behavioral Lab
- Lobby – SL (M-Th 7:00 am – 9:30 pm; F 7:00 am – 5:00 pm)
- NS Tutor Lab (M-Th 8:00 am – 5:30 pm; F 8:00 am – 12:00 pm)
- Student Tech Center (M-Th 7:00 am – 9:00 pm; F – Sat 8:00 am – 4:00 pm)
- Math/Science Lab (M-Th 8:00 am–7:30 pm; F 8:00 am–2:00 pm; Sat 10:00am – 2:00 pm)
- Accounting and Statistics Lab (M-W 8:15 am – 6:15 pm; Th 8:15 am – 9:00 pm)

The hours of operation vary and may change. Hours are posted on the SCC website.

### **III. Nonalcoholic Beverages Promoted at Events**

Scottsdale Community College is dedicated to entirely alcohol free events and activities for students. No event makes any mention of or promotes alcohol or other drugs.

## 2. Normative Environments

SCC creates social and academic environments that promote healthy lifestyles.

### I. Pro-health Messages Publicized on Campus

- Advertisements for Health, Nutrition, Physical Education, Recreation, and Dance appears on the SCC Homepage. The advertisement encourages students to enroll in classes that promote health and nutrition as well as classes offered by the Fitness & Wellness Center.
- Fitness & Wellness Center provides information regarding fitness, nutrition, exercise, and smoking cessation at the majority of campus events.
- Fitness & Wellness Center partners with Honor Health to provide health assessments to employees (on a yearly basis).
- SCC employees receive tuition waivers and are able to utilize the Fitness & Wellness Center for \$15.00/semester.
- Messages promoting healthy ways of living are posted in the *Daily John* flyers (posted on the back of bathroom stall doors on campus).
- The Center for Civic & Global Engagement provides literature regarding smoking cessation and issues related to drug/alcohol use.
- CPD 150 courses include a chapter with discussion on healthy lifestyles. Issues around the use of drugs and alcohol are discussed. Students complete an assignment and take a quiz at the end of the chapter.
- CRE 101/ENG 102 (linked) teach competencies using topics of sexual harassment/assault, bystander intervention/behavior, use of alcohol/drugs in college.
- SOAR (Scottsdale Orientation, Advisement, Registration) provides information to all new students regarding healthy lifestyles.

### II. Academic Standards

- Academic Support available in Writing Center, Social Behavioral Lab, Accounting Lab, CIS Lab, Math/Science Tutor Center, Disability Resource Tutor Lab, Athletics, and Library
- Honor's Contracts
- Math, Chemistry, Physics, CIS use standard exams
- Use of "engaged" pedagogy – not lecture style formats
- Use of Peer Assistance Review (PAR) process for new residential faculty (faculty engaging in professional development projects to inform/improve their profession)
- Use of Student Learning Outcomes and other assessments at course, program, department, division level
- Undergraduate research in Math, Science, Engineering continues to grow

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

- Faculty (16) serve as academic advisors in the Academic & Career Advisement Center
- Robust Service Learning Program (52 faculty members offer SL in their courses)
- Twenty Faculty members serve as Club Advisors
- Undergraduate research in Math, Science, and Engineering
- Faculty Club Advisors; DECA, Engineering, Creative Writing, Theater win regional, national awards each year
- Retro-Muse and Vortex Literary Magazine
- Kennedy Center Theatre Festival
- Faculty participation in High School Open House, Student Success Fair, Department specific New Student Orientations

### **IV. Student Leadership Promotes Positive, Healthy Norms**

- Council of Student Leaders (CSL) has hosted and/or participated in the following:
  - Table displaying IGNITE (smoking cessation) information at campus events
  - Activities using vision goggles, breath instruments, and a motorcycle with hands-on demonstrations about the effects of alcohol impairment/abuse
- Student Clubs:
  - SCC Fitness & Nutrition Club hosted 4 fundraisers that included promotion of healthy eating: Chocolate, Bananarama, and Smoothies
  - 2 hiking events sponsored by SCC Fitness & Nutrition Club
  - SCC Fitness & Nutrition Club sponsored 3 beach volleyball events
  - SCC Fitness & Nutrition Club's Facebook page provides a "*Fitness and Nutrition Tip of the Day*"
  - SCC & CSL participated in the *2015 Phoenix AIDS WALK*
  - Women Rising sponsored Self-Defense and Sexual Assault Awareness workshops
- Athletics
  - Student Athlete Handbook has statements prohibiting the use of drugs, alcohol, and tobacco. All athletes sign acknowledgements.

### **V. Students have Opportunities to Advise and Mentor Peers**

- Through clubs and organizations such as Women Rising and Male Empowerment Network (MEN)

## **3. Alcohol Availability**

### **I. Alcohol is Banned or Restricted on Campus**

Serving of alcoholic beverages is restricted at Scottsdale Community College. In the years for which this report is concerned, one community event occurred in which alcohol was available. This required the express consent of the Chancellor of the Maricopa County Community College District, the consent of Salt River Pima Maricopa Indian Community, the closing of the venue to the public and students. Scottsdale Community College personnel are not permitted to purchase or transport alcohol. Administrative Regulation 4.13 and Salt River Pima-Maricopa Indian Community Code of Ordinances, Section 14-25, prohibits the use of funds to purchase alcohol or use alcohol at college-sponsored events. State law also regulates the service, sale, distribution, and consumption of alcoholic beverages. In light of the law, Scottsdale Community College does not permit the use, sale or distribution of alcoholic beverages.

**II. Alcohol Use is Prohibited in Public Places**

Scottsdale 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**

Scottsdale Community College prohibits alcohol on campus in any form.

**4. Marketing and Promotion of Alcohol**

**I. Alcohol Advertising on Campus is Banned or Limited**

Scottsdale Community College does not allow any advertisements involving alcohol or alcoholic beverages.

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

There are no on-campus events which are sponsored by the alcohol industry.

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

Scottsdale Community College does not participate in promotions related to drinking, underage or otherwise. Our campus is located on the Salt River Pima Maricopa Indian Community and alcohol is prohibited.

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

Scottsdale Community College does not participate in promotions related to drinking.

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

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

## 5. Policy Development and Enforcement

(Your College Here)	(2011)	(2012)	(2013)
<b>Offense</b>			
Murder and Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	1	1	0
Non-Forcible Sex Offense	2	2	0
Robbery	0	0	0
Aggravated Assault	0	1	2
Burglary	1	2	3
Arson	0	0	0
Motor Vehicle Theft	1	2	0
<b>Arrest For:</b>			
Liquor Law Violation	0	0	0
Drug Abuse Violation	0	0	2
Weapons Possession	1	0	0
<b>Referrals</b>			
Liquor Law Referrals	0	0	0
Weapon Possession Referral	1	0	0
Drug Law Violation Referral	0	0	2
<b>Student Code of Conduct Violations</b>			
Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law.	0	0	0
Illegal use, possession, manufacturing or distribution of alcoholic beverages or public intoxication.	0	0	0
<b>These referrals include On-Campus, Non-Campus, and Public Property</b>			
Hate Crimes	1	0	0
Scottsdale Community College			

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

### **I. A Statement of AOD Program Goals Scottsdale Community College Alcohol and Other Drugs Program Goals are:**

- a. Develop and implement Alcohol/Drug Awareness campaign on campus and in Athletics
- b. Identify additional ways to inform students and employees about issues regarding the use of Alcohol/Drugs
- c. Partner with local police agencies to develop program/activity/or event on the topic of Alcohol/Drugs

## **C. Summaries of AOD program strengths and weaknesses.**

### **I. Summary of AOD Program Strengths**

- a. Student events have tables where literature about Alcohol/Drugs is available
- b. Information is available to students (through website, *Daily John*, Facebook, Twitter, etc.)
- c. CPD 150 courses discuss issues regarding use of Alcohol/Drugs, as part of class
- d. SCC has consistent process for enforcement of District policies
- e. Students receive AOD information on a yearly basis, through MyMaricopa email
- f. MCCCCD policy prohibits alcohol/drug use on campus and at College-sponsored events
- g. MCCCCD prohibits smoking on all its properties
- h. MCCCCD Student Code of Conduct and Staff Policy Manual address alcohol and illegal drug possession, distribution, and use.

### **II. Summary of AOD Program Weaknesses**

- a. Lack of systemic messaging in place
- b. Lack of College-wide AOD information plan (posters, screen savers, flyers) about the use of Alcohol/Drugs
- c. Lack of partnerships between community agencies and campus community

## **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 referred 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, which can be found on 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>),
- a description of the health risks associated with the abuse of alcohol or use of illicit drugs, which can be found on the Maricopa County Community College District website
- a list of alcohol programs that are available to employees and students and a clear statement that the institution will impose disciplinary sanctions on students and employees for violations of the standards of conduct, which can be found on 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 every 365 days a new letter is sent to the student (letter is attached in **Appendix: A**).
- The Student Code of Conduct is discussed during SOAR sessions.

#### **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/administrativeregulations/2-students/2.5-student-rights-and-responsibilities>

## E. Recommendations for revising AOD programs.

### I. Recommendations for revision of AOD Programs

- a. Develop a campus campaign to inform students/employees about Alcohol/Drugs
- b. Continue to work with AOD Review Team to fulfill goals established above
- c. Develop data collection procedures

## 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 may 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 Scottsdale Community College. Students can call the Counseling Office at 480-423-6524 or email: [counseling@scottsdalecc.edu](mailto:counseling@scottsdalecc.edu)
- [Al-Anon](#) at 1-800-356-9996
- [National Institute on 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 may 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.