

# **Biennial Review Drugs and Alcohol Prevention Plan 2016-2018**

**Chattahoochee Technical College**

## **Purpose of the Plan**

In order to comply with the 1989 Amendments to the Drug-Free Schools and Communities Act, Chattahoochee Technical College (CTC) will create a drug and alcohol awareness program to be reviewed biennially by a Drug and Alcohol Task Force Committee.

This plan will outline programs and activities associated with Drug and Alcohol Awareness endeavors throughout the year, with specific communication to students, faculty and staff during spring and fall semester. The plan reviews the dangers of drugs and alcohol, policy, procedure, student conduct and state and local actions. In accordance with [34 CF 86](#) of the Consumer Information Disclosure, CTC's plan will review the enforcement and disciplinary sanction(s) imposed on violators of the college's Drug and Alcohol policies. The Biennial review will determine whether these enforcement efforts and sanctions were applied in a consistent manner.

This report is submitted as Chattahoochee Technical College's Biennial Review for the 2017- 2018 academic year.

## **Committee Members**

CTC Drug and Alcohol Task Force Committee was charged with the task of reviewing the Alcohol and Drug program and members included:

Jennifer Nelson, Vice President of Student Affairs

Charles Spain, Chief of Police

Cherri Mattox-Carroll, Director of Counseling

Ron Price, Vice President of Human Resources

Alaina Abney, Director of Student Engagement and Retention

Bethany Shultz, Director of Academic Advisement

Annette Sinclair, Student Code of Conduct Officer

## **Summary**

Chattahoochee Technical College (CTC) is a non-residential institution offering career and technical education. CTC is one of 22 colleges in the Technical College System of Georgia (TCSG) serving roughly 10,000 students across eight campus. TSCG, the governing body for CTC, has documented policies specific to drug and alcohol use on campus. In accordance to TCSG policy 4.8.1.

(<https://tcsgeu/tcsgpolicy/files/4.8.1.pdf>), CTC is committed to providing a safe and healthy learning

environment that enriches our students, faculty, and staff. CTC implements and adheres to TCSG Policy 4.8.1 which prohibits the possession, use, distribution, and unlawful manufacture of illegal drugs, narcotics or controlled substances on CTC campuses. Alcohol is not allowed on campus except when a written Exception Request is submitted for consideration and is approved by the college president. It is the responsibility of each student, faculty, and staff member to be familiar with the provisions of the policy and also the State of Georgia laws as they pertain to alcohol and drug use and abuse. The College's Alcohol and Drug Program places responsibility for individual and group conduct on the individuals who use drugs and consume alcohol.

The management and enforcement of CTC's Alcohol and Drug policy and programs present unique challenges due to non-residential life. Rather than faced with on-campus violations of alcohol and drug laws and conduct policies, CTC's Drug and Alcohol Task Force, Behavioral Intervention Team (BIT), faculty, and staff more often handle the impact of alcohol use and abuse that occurs off-campus and within the family dynamics; thus placing the emphasis on recognizing the signs and symptoms of use/abuse and external resources available for treatment rather than enforcement actions on campus. The college's programs address this difference through emphasis on drug and alcohol laws, collaborations with external agencies, and access to treatment facilities within our educational efforts.

### **Goals for CTC Drug and Alcohol Plan**

1. To support a culture and atmosphere free from alcohol and other drug use and abuse on the campus community
2. To develop and disseminate information for the members of the campus community regarding alcohol and other drug issues for the purpose of awareness, education, and prevention
3. To make the campus community aware of the availability of alcohol and other drug intervention services such as counseling, referral to in-patient and out-patient treatment, and provide ongoing support for students, faculty, and staff.

Achievement of these goals are measured by student awareness rates, sponsored drug and alcohol awareness events, activities and campaigns, as well as knowledge of drug and alcohol dangers. Students will be provided surveys during specific times during the semester most notably at Student Involvement events. Additionally, surveys indicate that students are knowledgeable of counseling and support services, which are perceived as valuable assets.

### **Chattahoochee Technical College Events and Activities and Awareness Campaigns**

To meet these goals, CTC's Drug and Alcohol Task Force, Student and Academic Services, and Counseling Services have offered a variety of programs designed to educate and support an alcohol and drug free lifestyle. Below are some examples of these efforts: As a campus community effort, CTC will launch a continuous multi-media campaign on all campus locations to inform students about the use, dangers, long- and short-term effects of drug and alcohol use to include:

- Information on the CTC College Catalog
- Information in the Student Guide
- Drug and alcohol awareness Information and resources on the campus website under Counseling and Student Advocacy

- A print and poster mass media campaign on all campus locations to increase awareness and dispel drinking and drug use myths and misconceptions
- An electronic and social multimedia campaign to increase student knowledge and awareness of drug and alcohol use incorporating “Did You Know?” facts

#### Educational and Resource Fair

In collaboration with Wellness and Recreation, an annual event that brings in community providers for drug and alcohol prevention and rehabilitation programs.

#### Alcohol Awareness Screening Days

Alcohol assessment screening event using BASICS or another assessment will be utilized on most campus locations annually to gauge student-drinking habits. This type of assessment will help students target potential drinking problems and learn how they might make changes to drinking habits. Students will complete one of two questionnaires with a counselor or counselor intern and receive feedback about how their drinking habits may impair academic success. Participants may also learn how they might benefit by making changes in their drinking behaviors within social settings and with peers. Follow up sessions, if a drug or alcohol use problem is detected, is encouraged and are meant to be supportive in order to increase a student’s motivation to reduce alcohol or drug use to prevent harm.

#### Ongoing Alcohol EDU Learning Platform

AlcoholEdu is an online learning platform to educate and motivate students to use alcohol safely in order to establish a lifelong pattern of moderation in drinking or abstaining and recognize harmful behaviors associated with drinking and drug use. The goal is to educate students in making good decisions regarding alcohol, set limits on the number of drinks, understanding, the amount of alcohol in the standard drink, stop drinking at a predetermined time, and choose to consume less alcohol overall. Students who complete AlcoholEdu are eligible for Eagle Bucks, a reward system through Student Involvement. Information on participating in this learning platform will be placed on the website.

#### Drug and Alcohol Awareness Booths

During the month of April, designated as Drug and Alcohol Awareness, an information booth will be featured on all campus locations in which assessments, brochures, flyers, promotional items and educational materials may be distributed.

#### Ongoing Drug and Alcohol Material Distribution

Provide literature, brochures, and educational information on all campus locations throughout the year. Informational leaflets on the dangers of drug and alcohol use will incorporate information on counseling services provided on campus.

#### National Smoke Out Day

Consider National Smoke Out Day in November with a promotional event encouraging all students to kick the habit for at least one day

## Student Awareness Assessment

Participants, during Exam Breakfast sign-in, will complete a short 2-3 question assessment in which they will be surveyed for their knowledge of the CTC drug and alcohol campaign, counseling and referral options for drug and alcohol use, and awareness of student email notification acknowledgement.

“Are you aware that CTC has an ongoing Drug and Alcohol Awareness Campaign through electronic signage, posters, and educational materials on each campus location?”

“Are you aware that CTC sends an email message to students notifying them of the dangers, sanctions, student code of conduct and health impairment associated with drugs and alcohol?”

“Are you aware that CTC has counseling services and referral resources for students who are affected by drug or alcohol use?”

## **Distribution of Policies**

A copy of CTC’s Drug and Alcohol Policy is distributed annually (by April 15) to all students, faculty and staff. The College strongly encourages being familiar with the Policy. The Policy is available in the college catalog accessible on the college website at: <http://chattahoocheetech.smartcatalogiq.com/en/2018-2019/General-Catalog/General-Policies-and-Procedures/Drug-Free-Schools-and-Communities-Act>

Each member of the college community receives an e-mail notifying them of the availability of the Policy and a link to access it online. In addition, CTC emails a notification to all enrolled students announcing the publication and the website link. Further, prospective students and employees are provided with information about CTC’s Drug and Alcohol Policy and the web address for accessing it.

## **Alcohol and Drug Policy**

### Alcohol Policies

The presence of alcohol on College campuses shall be governed by the provisions of federal, state and local laws and applicable State Board of the Technical College System of Georgia policies and procedures. All persons entering the campus or any facility owned or operated by the Technical College System of Georgia or any of its Technical Colleges must comply with these laws, policies, and procedures. (TCSG Policy 3.3.6 <https://tcsge.edu/tcsgpolicy/files/3.3.6.pdf>)

Any person using alcoholic beverages while on the campus of Chattahoochee Technical College shall be responsible for compliance with state and county laws and the College’s Alcohol Policy. It is illegal in the State of Georgia for anyone under the age of 21 to purchase, possess or consume alcohol or to falsify or misrepresent his or her age to obtain alcohol.

### Drug Policies

The use, possession, and/or sale of illegal drugs are violations of the College’s Substance Abuse Policy, the faculty contract, and the terms of employment of administrative, classified, and contingent staff.

Faculty , students, and staff who use, possess or sell illegal drugs are subject to criminal prosecution as well as administrative disciplinary actions including mandatory counseling, suspension or dismissal.

AlcoholEdu is an interactive online program designed to reduce the negative consequences of alcohol amongst College students and to encourage healthy lifestyle habits that will benefit students throughout their lifetime. This program incorporates the latest evidence-based prevention methods to create a highly personalized user experience that inspires students to reflect on and consider changing their drinking behaviors. The course aims to educate students about alcohol and its effects on the mind and body and empowers students to make well-informed decisions and better cope with the drinking behavior of peers. It is the most widely used alcohol prevention program in higher education, and helps schools comply with

Education Department General Administrative Regulations (EDGAR part 86). The online programs deliver a personalized experience to all types of students dependent on their current drinking choices, and is proven effective – eight independent studies have verified the efficacy of AlcoholEdu. A federally funded, 30-campus randomized control trial found that AlcoholEdu reduces high-risk drinking and alcohol-related harms among College students. The program motivates behavior change by:

- Resetting unrealistic expectations about the effects of alcohol
- Linking choices about drinking to academic and personal success
- Helping students practice safer decision-making
- Engaging students to create a healthier campus community (TCSG Policy 4.8.1 Drug-Free Workplace)

### **Enforcement**

The possession, sale or furnishing of alcohol and illicit drugs on the Chattahoochee Technical College campus is governed by the College’s Substance Abuse Policy and state and federal laws. These laws are strictly enforced by the Chattahoochee Technical College Police Department. Violators are subject to College disciplinary action, criminal prosecution, fines, and/or imprisonment.

The chart below shows the number of alcohol and other drug arrests and referrals as reported in the CTC 2017 Annual Security Report, which can be accessed at <http://www.chattahoocheetech.edu/wp-content/uploads/2017/09/AnnualSecurityReport2017-MA-edits.pdf>

CAMPUS CRIME STATISTICS				
Chattahoochee Technical College Woodstock				
	2013	2014	2015	2016
<b>CRIMINAL OFFENSE</b>				
Murder/Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex offenses – Forcible	0	0	0	0
Sex offenses – Non-Forcible:	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Arrests:	0	0	0	0
Liquor Law Violations	0	0	0	0
Drug Abuse Violations	0	0	0	0
Weapon Possessions	0	0	0	0
Disciplinary Actions:	0	0	0	0
Liquor Law Violations	0	0	0	0
Drug Abuse Violations	0	0	0	0
Weapon Possessions	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0

### Drug and Alcohol Prevention Program - Strengths and Weaknesses

The Drug and Alcohol Task Force Committee used the following materials to help produce this report and assist in their determination of the strengths, weaknesses, and recommendations:

- TCSG Alcohol and Drug Policy
- Student Code of Conduct
- Academic Catalog (2016/2017)
- Annual Security report (2017)
- Employee Handbook (2014)
- Faculty/Adjunct: HR Policy & Procedure Guide
- CTC Website, including:
  - Student Right to Know / Student Consumer Information
  - Counseling and services pages
  - Care and Concerns Report
- Higher Education Act of 1965, Section 484
- National Institute on Drug Abuse website
- National Institute on Alcohol Abuse and Alcoholism
- National Institute of Health website

The committee indicated various strengths and are set forth as follows:

- Policy complies with the Drug Free Schools and Campuses Regulations
- All campus based events and activities are alcohol and drug-free
- Number of free educational awareness opportunities made available to the campus community
- No arrests or referrals for violation of the Drug and Alcohol Policy
- Availability of printed information and resources about alcohol and other drug use/abuse is readily available throughout the campus for students, faculty, and staff
- Dedicated counselor and support services on campus for students
- Employee Assistance Program available to full time employees
- Advocate software for reporting cares and concerns - [https://chattahoocheetech-advocate.symplicity.com/care\\_report/index.php/pid253218?](https://chattahoocheetech-advocate.symplicity.com/care_report/index.php/pid253218?)
- Behavioral Intervention Team to evaluate students that may be a threat to the college community
- Alcohol EDU Learning Platform available to all students

The committee found several areas of weakness and are set forth as follows:

- No calendar of awareness activities posted or promoted
- Very little promotion of Alcohol EDU (website only)
- Information of Drug Awareness on website, Consumer Information page and catalog are confusing and limited – especially regarding sanctions for violation
- No direct website for the Drug and Alcohol Task Force or one location where various policies, procedures, resources, and contacts can be found
- Limited collaboration with Faculty to help facilitate prevention and awareness activities
- Very little communication with employees regarding drug and alcohol prevention programs offered through the college and state agency

The Committee, through this Biennial Review, makes the following recommendations for improvement to the Drug and Alcohol Prevention Program:

- Update New Student Orientation with Drug Alcohol Prevention Plan and calendar of events
- Develop for a semester-long calendar of events directed at prevention and awareness;
- More collaboration with Faculty to help facilitate prevention and awareness activities
- Conduct Student Assessment of student awareness of the Drug and Alcohol Program
- Partner with Recreation and Wellness in awareness activities to attract more involvement
- Create a calendar of events and promotional timeline to include: college wide monitors, social media platforms, posters, emails and brochures
- Update Student Consumer Information for improved readability
- scheduled promotion to faculty and staff of support services available

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Nelson". The signature is written in a cursive, flowing style.

Jennifer S. Nelson

Vice President of Student Affairs  
Chair, Biennial Review Committee  
May 25, 2018