



**Drug-Free Schools and Communities Act (DFSCA)
CFR Part 86 (EDGAR Part 86)**

*Biennial Review: Academic Year 2012 – 2013
Academic Year 2013 – 2014*

**Coordinated by: Kent Bauer
Vice President of Student Success
Completed September 2014**

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I. Introduction

The purpose of the Drug and Alcohol Abuse Prevention regulations is to implement section 22 of the Drug-Free Schools and Communities Act Amendments of 1989, which added section 1213 to the Higher Education Act. These amendments require that, as a condition of receiving funds or any other form of financial assistance under any Federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a drug prevention program as described in this part.

As a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must implement a drug prevention program that addresses the following:

(A) The annual distribution in writing to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study, of—

- (1) Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities;
- (2) A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- (3) A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- (4) A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
- (5) A clear statement that the IHE will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct required by paragraph (a)(1) of this section. For the purpose of this section, a disciplinary sanction may include the completion of an appropriate rehabilitation program.

(B) A biennial review by the IHE of its program to—

- (1) Determine its effectiveness and implement changes to the program if they are needed; and
- (2) Ensure that the disciplinary sanctions described in paragraph (a)(5) of this section are consistently enforced.

(C) Biennial Review Period: FY 2012 and FY 2013.

Morgan Community College (MCC) is a commuter campus (has no residence halls) and therefore has a low/no incidents of drug and alcohol violations. MCC is committed to the health and well-being of its students and employees. As part of this commitment, MCC upholds all Federal, State, and local laws that regulate or prohibit the possession, use of alcohol or illicit drugs. Violations of such laws that come to the attention of College officials will be addressed within the College or through prosecution in the courts, or both.

II. Biennial Review Process

This report is a review of the fiscal years 2012 and 2013. The following Morgan Community College employees collaborated in crafting this report:

Kent Bauer – VP Student Success
Melissa Richerson – Director Human Resources
Sally Shawcroft – Financial Aid Director
Gisela Mendez - Admissions Recruiter/Student Life Coordinator.

The committee met on July 30, 2014, August 19, 2014 and September 15, 2014 to review previous programming and to plan additional/more programming for the next 12-24 months. Data regarding programming was collected from those present and reviewed by the committee.

Printed copies of this Biennial Report can be obtained by email request to kent.bauer@morgancc.edu or sally.shawcroft@morgancc.edu or by calling (970) 542-3111. Printed copies may also be picked up at VP of Student Success office on the Fort Morgan campus or by mailing a request to: 920 Barlow Road, Fort Morgan, CO 80701 Attention VP Student Success.

Biennial reports are posted on the MCC website at <http://www.morgancc.edu/dfsca>

Biennial Review reports are kept for three years after the fiscal year in which the record was created in accordance with CFR 86.103.

III. Policy Distribution

The Drug Free Schools policy is annually distributed in writing to each employee, and to each student who is taking one or more classes for any kind of academic credit except for continuing education units, regardless of the length of the student's program of study.

By on/or before October 1st each year (and about every 30 days thereafter for new enrollees), MCC sends out a college-wide email outlining the alcohol and other drug free policy as well as other policies. All email communication is considered the official means of communication at the college, and all staff and students are accountable for information disseminated in this manner. New employees hired throughout the year sign the Drug-Free Workplace Policy Statement Employee Information and Acknowledgement form as part of the hiring process.

Other Methods of Distribution;

Employees:

- Faculty Handbook
- New Employee Orientation
- MCC Website

Students:

- Student Code of Conduct
- Student Handbook
- College Catalog
- MCC Website
- Health Program Handbooks

Students enrolled in Health programs are required to complete and pass a drug screening testing.

IV. Copies of Documents/Information Distributed to Students and Employees

Excerpts from the Student Handbook & College Catalog:

Drug and Alcohol Abuse Prevention Program

Morgan Community College ("College") is a state system community college governed by the State Board for Community Colleges and Occupational Education ("Board").

BP 19-30 Board Policy and SP 19-30 System President's Procedure requires the College to comply with the Drug Free Schools and Communities Amendments of 1989 (PL 101-226 in Federal Law). In compliance, MCC has adopted and implemented a Drug and Alcohol Abuse Prevention Program that includes:

- i. Student Code of Conduct
- ii. Legal sanctions for unlawful possession or distribution of illicit drugs and alcohol
- iii. Health risks associated with the abuse of alcohol and the use of illicit drugs
- iv. Referral Resource - Available counseling, treatment, and rehabilitation program

STUDENT CODE OF CONDUCT

Students shall not engage in the unauthorized or un-lawful manufacture, distribution, purchase, dispensation, possession, use/abuse of alcohol and/or illicit drugs on College property or as a part of any College activity. This includes the use, distribution, purchase or possession of "medical marijuana" which remains a violation in Federal law.

LEGAL SANCTIONS FOR DRUG AND ALCOHOL USE

There are legal sanctions for violation of the Student Code of Conduct. The possession, sale, and use of any illegal drug are strictly prohibited. The sale of alcoholic beverages is prohibited except in designated areas, at times and dates approved by MCC Administrators and licensed by the Colorado State Department of Revenue. Any violations will be immediately referred to local law enforcement agencies and are subject to criminal penalties under local, state or federal law. The penalty assessed depends upon the nature and severity of the individual offense.

MCC SANCTIONS

Students and/or employees who violate the above standards of conduct will be subject to disciplinary action under employee and student policies. The sanctions include, but are not limited to, a requirement to complete an appropriate rehabilitation or re-entry program; expulsion from college or termination of employment; and/or referral to authorities for prosecution.

HEALTH RISKS

There are many health risks associated with the use of alcohol and illegal drugs/substances. Health risks associated with drug and alcohol abuse include, but are not limited to, malnutrition, brain damage, heart disease, pancreatic disease, cirrhosis of the liver, mental illness, death, low birth rate babies, and babies with drug addictions. Referrals for counseling, treatment, and rehabilitation programs are available through the community. Consult your local yellow pages for a listing of private and community-based programs.

Student Code of Conduct (SCOC)

Students are subject to the same federal, state, and local laws as non-students and are the beneficiaries of the same safeguards of individual rights. As members of the academic community, students are expected to conduct themselves in a reasonable manner. Students should at all times try to promote a sense of cooperation and work to build an atmosphere that will be most conducive to the goals of higher education. Members of the College community shall recognize the authority of the College to publish and maintain its own set of rules and regulations. It is the responsibility of all members of the College community to make themselves aware of the rules and regulations of the institution and comply with those rules and regulations. All members of the College community, while on campus or while participating in College-sponsored activities (on or off campus), are expected to comply with College rules and regulations and with the regulations of off-campus sites.

Conduct that violates student rights and freedoms and is subject to disciplinary action includes, but is not limited to:

9. Narcotics/Alcohol:

Use, being under the influence, manufacturing, possession, cultivating, distribution, purchase, or sale of alcohol and/or drugs (illegal and/or dangerous or controlled substance) and/or alcohol/drug paraphernalia while on college owned or college controlled property, and/or at any function authorized or supervised by the college and/or in state owned or leased vehicles.

Note: Although possession and use of marijuana consistent with the requirements of the Colorado Constitution is no longer a crime in the State of Colorado, the possession and use of marijuana remains illegal under federal law. Consistent with federal law, including the Controlled Substances Act and the Drug Free Schools and Communities Act, the use and/or possession of marijuana continues to be prohibited while a student is on college owned or college controlled property, and/or any function authorized or supervised by the college and/or in state owned or leased vehicles.

State Board for Community Colleges and Occupational Education – Drugfree Workplace BP 3-24.

The following is completed by new employees before hire:

**DRUG-FREE WORKPLACE POLICY STATEMENT
EMPLOYEE INFORMATION AND ACKNOWLEDGEMENT**

Morgan Community College complies with the Drug Free School and Communities Amendments of 1989 and the Drug-Free Workplace Act of 1988. A copy of these Acts is on file in the Human Resources Office.

Employees and students shall not engage in the unauthorized or unlawful manufacture, distribution, dispensation, possession, and use/abuse of alcohol and/or illicit drugs on college property or as a part of any college activity.

Any employee or student who is convicted of the unlawful manufacture, distribution, possession, use or abuse of illicit drugs or alcohol is subject to criminal penalties under local, state, and federal law. The exact penalty assessed depends upon the nature and severity of the individual offense.

Violators will be subject to disciplinary action under employee and student disciplinary policies. The disciplinary action includes, but is not limited to, probation, suspension or expulsion from the college or probation, suspension or termination of employment, referral to authorities for prosecution, as appropriate.

Many health risks are associated with drug and alcohol abuse. Risks include but are not limited to, malnutrition, brain damage, heart disease, pancreatitis, cirrhosis of the liver, mental illness, death, low birth weight babies and babies with drug addictions. Personal relationships, family dynamics, ability to work and study are also at risk.

A listing of controlled substances is on file for your reference in the Human Resources office as well as the Student Life office.

Referrals for counseling, treatment, rehabilitation, and re-entry program are available through:

MCC:

Human Resources Office	(970) 542-3129 or (970) 542-3130
Student Life Office	(970) 542-3170

Please visit www.rural-solutions.org for the most current edition of the Northeast Colorado Resource Directory for additional resources/contacts.

The undersigned employee of Morgan Community College has read and understands the Drug-Free Workplace Policy Statement and agrees to abide by the terms of the policy statement as well as agrees to notify their supervisor if they are convicted of violating a criminal drug statute in the workplace no later than five (5) days after the date of such conviction.

Employee Signature

Printed Name

Date

V. How to Call for Help for Self or Others

Although there are no alcohol/drug counseling programs on campus, the college does have referral agreement with Centennial Mental Health and provides following list of resources.

If a person is experiencing or exhibiting one or more of the symptoms of alcohol poisoning or drug overdose, call 911 immediately for emergency assistance. Acting quickly to get help can prevent other medical complications from occurring.

In non-emergency situation, the resources listed below can help:

- Alcoholics & Narcotics Anonymous: (800) 511-5446
- Centennial Mental Health: 970-867-4924
- National Organization for Victim Assistance: 1-800-879-6682 or <http://www.trynova.org/>
- Safe2Tell: 1-877-542-SAFE or <http://safe2tell.org/>

C-SEAP - Colorado State Employees Assistance Program

- Denver Office (to make appointment) – 303-866-4314
- State Wide Toll Free – 1-800-821-8154
- www.colorado.gov/dpa/eo/eap

First Responders - Fort Morgan

- Emergencies – 911
- Police – Non Emergency (970) 867-5678
- Morgan County Sheriff Non-Emergency (970) 867-2461
- Fort Morgan Fire Department Non-Emergency (970) 867-2815
- Colorado State Patrol Non-Emergency (970) 867-6657
- Colorado Plains Medical Center (970) 867-3391

First Responders – Burlington

- Emergencies – 911
- Police – Non Emergency (719) 346-8353
- Kit Carson County Sheriff Non-Emergency (719) 346-8934
- Burlington Fire Department Non-Emergency (719) 346-7225
- Colorado State Patrol Non-Emergency (719) 346-5430
- Kit Carson County Memorial Hospital (719) 346-5311

First Responders – Wray

- Emergencies – 911
- Police – Non Emergency (970) 332-4802
- Yuma County Sheriff Non-Emergency (970) 332-4805
- Wray Fire Department Non-Emergency (970) 332-4421
- Colorado State Patrol Non-Emergency (970) 332-4802
- Wray Community District Hospital (970) 332-4811

Mental Health Agencies

- Centennial Mental Health (Fort Morgan) 970-867-4924
910 Railroad Fort Morgan, CO
- Limon Office 719-775-2313
Main St. Limon, CO
- Burlington Office 719-346-8183
Circle Dr. Burlington CO
- Wray Office 970-332-3133
Birch St. Wray, CO
- Center for Developmental & Behavior Therapy 303-349-7857
475 Palmer Bennett, CO

Please visit www.rural-solutions.org for the most current edition of the Northeast Colorado Resource Directory for additional resources/contacts.

VI. Institutional and Programmatic Data

Summary of Violations:

There were no violations that occurred at MCC during the reporting period.

	<u>2012-2013</u>	<u>2013-2014</u>
Alcohol Violations	0	0
Drug Violations	<u>0</u>	<u>0</u>
Total	0	0

Summary of Sanctions:

There were no sanctions for Alcohol Violations or Drug Violations during the reporting period.

	<u>2012-2013</u>	<u>2013-2014</u>
Warning	0	0
Probation	0	0
Suspension	0	0
Expulsion	<u>0</u>	<u>0</u>
Total	0	0

<u>Program Sponsor</u>	<u>Program</u>	<u>Type of Program/ Classification</u>	<u>Date</u>
Office of Admissions	New Student Orientation	General Overview of Policies	Various
Human Resources	New Employee Orientation	General Overview of Policies	Various
Student Activities	SARA	Dating/Rape/Drugs	April 2013
Human Resources	Employee Health Fair	General Health	October 2012 & 2013

VII. Findings and Recommendations for Revisions of AOD Programs

In Compliance –

Upon review of the College's drug prevention program is in compliance with the minimum requirements of the DFSCA.

The College provides annually to each employee and student

- Standards of conduct that clearly prohibits the unlawful possession, use or distribution of illicit drugs and alcohol on college property
- A description of applicable legal sanction under Local, State and Federal law for the unlawful possession or distribution of illicit drugs and alcohol
- A description of health risks associates with the use of illicit drugs and alcohol abuse
- A description/list of drug and alcohol counseling, treatment programs and resources that are available
- A clear statement that the College will impose disciplinary sanctions on students and employees violations of the standards of conduct.

The College conducts a biennial review to

- Determine its effectiveness and implement changes to the program if they are needed; and
- Ensure that the disciplinary sanctions described are consistently enforced.

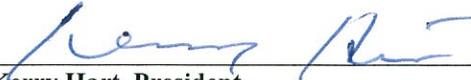
Recommendations –

Based on the violations and sanctions data, MCC's program is effective. However, the review committee offered the following recommendations to expand/improve upon the ACO Program:

- 1) Yearly Calendar with planned activities to support Alcohol and Drug awareness
- 2) Inclusion of at least one Center Director on the Committee
- 3) The College should consider partnering with Student Organizations to expand AOD education programs
- 4) The College should continue to improve its education of students and employees on AOD polices.
- 5) The committee is concerned that students/staff may not fully understand how the state law permitting marijuana for private use relates to/violates the federal law that does not permit its use and possession on the College campus and at college events and recommends some programing/signage may be warranted.

VIII. President's Review

The Morgan Community College Biennial Report for Alcohol and Other Drug (AOD) Abuse Prevention Program has been reviewed. I find the review to be complete and I approve it for release.



Dr Kerry Hart, President
Morgan Community College

9-22-14
Date