



De Anza College

Alcohol and Other Drugs Prevention Program
Biennial Review 2018-2019 & 2019-2020

January 31, 2021

De Anza College
Drug-Free Schools and Campuses Regulations [EDGAR Part 86] Alcohol and Other Drug
(AOD) Prevention Certification

The undersigned certifies that it has adopted and implemented an alcohol and other drug prevention program for its students and employees that, at a minimum, includes –

1. The annual distribution to each employee, and to each student who is taking one or more classes of any kind of academic credit except for continuing education units, regardless of the length of the student’s program of study, of:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use and distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.
- A description of the applicable legal sanctions under local, state and federal law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
- A description of any drug or alcohol counseling, treatment, rehabilitation or re-entry programs that are available to employees or students.
- A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with 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. A disciplinary sanction may include the completion of an appropriate rehabilitation program.

2. A biennial review by the institution of its alcohol and other drug prevention comprehensive program to:

- Determine its effectiveness and implement changes to its comprehensive alcohol and other drug prevention program and policies, if they are needed.
- Ensure that its disciplinary sanctions are consistently enforced.

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De Anza College

Date

I. De Anza College Mission

De Anza College provides an academically rich, multicultural learning environment that challenges students of every background to develop their intellect, character and abilities; to realize their goals; and to be socially responsible leaders in their communities, the nation and the world. The college engages students in creative work that demonstrates the knowledge, skills and attitudes contained within the college's Institutional Core Competencies:

- Communication and expression
- Information literacy
- Physical/mental wellness and personal responsibility
- Civic capacity for global, cultural, social and environmental justice
- Critical thinking

II. De Anza College CLERY/AOD Drug Biennial Report Committee Members

- Dr. Michele LeBleu-Burns, Dean Student Development & EOPS
- Daniel Acosta, Chief, Foothill-De Anza Community College District Police
- Mary Sullivan, Director, Health Education and Wellness
- Dr. Rosafel Nogra, Director, Student Health Services
- Becki di Gregorio, Student Affairs Specialist
- Myisha Washington, Interim Vice Chancellor of Human Resources
- Pat Hyland, Acting Director of Human Resources

De Anza College's Biennial Review Committee used the Department of Education's Complying with the Drug-Free Schools and Campuses Regulations Guide including the Compliance Checklist and Supplemental Checklist to conduct the biennial review. The intention of this document is to meet the legal requirements of conducting a biennial review and to also summarize the programs and activities related to alcohol and drug prevention on the De Anza College campus during the 2018-2019 and 2019-2020 academic years. The required review has two objectives:

1. To determine the effectiveness of, and to implement any needed changes to, the AOD prevention program
2. To ensure that campuses enforce the disciplinary sanctions for violating standards of conduct consistently.

III. Descriptions of the AOD program elements.

The tables on the following pages outline the goals and elements of the colleges' Alcohol and Other Drugs Program:

- **Goal #1:** Educate students to enhance their knowledge of the negative effects of abuse of alcohol and other drugs.
- **Goal # 2:** Reduce the abuse rates of AOD among De Anza College Students.
- **Goal # 3:** Provide referrals to students seeking treatment for mental health concerns and AOD abuse.

<u>ACTIVITY</u>	<u>PERSONNEL</u>	<u>PLAN</u>	<u>TIMELINE</u>
Provide mental health assessment and counseling to students.	Psychological Counselors	Counseling hours in the Psychological Services Center to address underlying causes of AOD abuse utilizing culturally relevant, trauma informed care practices.	Fall, Winter, Spring and Summer, 2018-2020
Mental Health Promotion Information Kiosk	Psychological Services Director of Health Ed. & Wellness. National Association of Mental Health (NAMI)	Psychological Services employees and or volunteers maintain booth to provide: <ul style="list-style-type: none"> ▪ De Anza mental health and wellness information and other resources ▪ Community-based mental health and wellness, AOD treatment information and other resources 	Year Round, 2018-2020
Weekly discussion groups with students	Psychological Services Counselors and Interns	Groups are designed to promote understanding of mental health conditions and reduce the stigma surrounding such conditions within the student population. Topics will include how to recognize signs of distress, AOD abuse signs, suicide prevention, coping strategies and mental health resources.	Weekly each quarter, throughout the academic year 2018-2020
Monthly meetings with local community based agencies and mental health service providers	Psychological Services Counselors and Interns	Establish direct linkages for student to community – based AOD treatment, mental health resources and basic needs. Develop MOU’s with local agencies for student referrals to AOD treatment programs.	Once per month throughout the academic year

<u>ACTIVITY</u>	<u>PERSONNEL</u>	<u>PLAN</u>	<u>TIMELINE</u>
Educational Films and Documentaries	Psychological Services Counselors and Interns	Show socially relevant films and documentaries regarding identity development and stigma reduction for mental illness and AOD abuse. One large annual event will be conducted by Art with Impact. Events will include discussion of key themes in films from: <ul style="list-style-type: none"> ▪ Psychologists ▪ Psychology interns ▪ Community mental health agencies ▪ De Anza Student Participants 	At least once per quarter throughout the academic year
Presentations in classrooms and for student groups	Director of Health Education and Wellness.	Conduct informational presentations regarding AOD abuse prevention and available mental health services and treatment options in new student orientations, Counseling 50 classes and student clubs and organizations.	Quarterly, Fall through Spring each academic year 2018-2020.
Mental health training activities for faculty, staff and students	Psychological Services Counselors and outside agencies	Trainings are designed to promote understanding of mental health conditions, reduce the stigma surrounding such conditions and their connection to AOD abuse. Training will also provide information on recognizing warning signs of AOD abuse, suicide prevention, procedures for reporting behaviors of concern and how to make proper referrals to mental health counseling, AOD treatment and other resources.	Fall through Spring each academic year 2018-2020.
<ul style="list-style-type: none"> • NCHA-ACHA Survey • Health Minds Survey 	Director of Health Education and Wellness.	Conduct student AOD use/abuse opinion survey to gain understanding of student habits and attitudes about substance use.	Surveys conducted every 2-3 years

<u>ACTIVITY</u>	<u>PERSONNEL</u>	<u>PLAN</u>	<u>TIMELINE</u>
e-Checkup to Go program in student portal for personalized, evidence-based online behavior intervention for Alcohol, Marijuana and Tobacco.	Director of Health Education and Wellness	<ul style="list-style-type: none"> • Conduct class presentations on AOD and refer students to access. • Utilize as a sanction for AOD Conduct Code Violations • Faculty assign the use of e-Checkup as a classroom assignment • Provided to student during new student orientations 	Throughout each academic year
Health and Wellness fairs and campus events	Health Services and Psychological Services staff	<ul style="list-style-type: none"> • Promote healthy life habits, mental health and drug and alcohol abuse prevention via a series of scheduled events. 	Quarterly throughout each academic year

III. Statement of AOD program goals and a discussion of goal achievement.

The goals of the De Anza College Alcohol and Other Drugs program goals include:

- Educate students and employees to enhance their knowledge of the negative effects of abuse of alcohol and other drugs.
- Reduce the abuse rates of AOD among De Anza College Students.
- Provide referrals to students and employees seeking treatment for mental health concerns and AOD abuse.

AOD Goal Achievement

De Anza College offers a range of programs and services through prevention, education, intervention, and treatment. The Dean of Student Development collaborates with students, faculty and staff to create a comprehensive substance abuse prevention program rooted in harm reduction and community public health and focused on promoting health and safety among all members of the De Anza College Community. This includes reduction of harm with timely intervention when AOD policy violations occur.

Data collected in previous academic years provide a glimpse into campus related AOD use and abuse. The college's National College Health Association (NCHA) survey results indicated a slight drop in alcohol abuse rates among De Anza College students between 2016 (2.9%) and 2018 (2.4%) and an increase in marijuana use from 2016 (2.8%) to 2018 (3.1%). In addition, Clery data showed a 100% increase in liquor law violations from 2016 and 2017 (3 violations both years) to 6 violations in 2018. The liquor law violations decreased by 67% in 2019 over the previous year – from 6 violations in 2018 to 2 violations in 2019. Drug violations increased from 2016 (8 violations) by 125% in 2017 (18 violations) and had minor fluctuations in 2018 and 2019 (16 and 15 violations respectively). While the rates of substance use and abuse are inconsistent, it will be essential to gather more recent and additional data for AOD use and abuse rates to set priorities for services provision and resource allocation. To these ends, the college is scheduled to conduct The Healthy Minds Survey campus survey in January of 2021. This is particularly important in the midst of the global pandemic, racial reckoning, civil unrest and an economic crisis, which have gripped our nation.

All permanent district employees have access to the district Employee Assistance Program (EAP) for referral to mental health and substance abuse programs and services. For students and/or non-district insured employees, treatment program referrals are dependent on the type of insurance under when they are currently covered. If the individual does not have any insurance, then a local community resource/program is utilized. Based upon these goals and the activities in place to support them, the college's AOD policy violations are low for a campus this size.

IV. Summaries of AOD program strengths and weaknesses.

Due to the current global pandemic, there has been a major disruption of AOD student services and activities. The current limitations of the AOD program include limited staffing

to conduct AOD activities, the challenge of serving a commuter and transitory student population remotely in a virtual environment. The following outlines the major strengths and weaknesses of the college's AOD prevention program,

Strengths

- The campus has invested in numerous activities and resources for student and employee AOD education and training.
- The college has implemented e-Checkup to Go as a comprehensive tool for AOD use and abuse assessment and education.
- The campus has collected data regarding student AOD use and abuse to inform its priorities in program offerings and resource allocation.

Weaknesses

- Although the college has offered numerous activities and resources for student and employee AOD education, there have been challenges with offering these activities remotely and virtually.
- The campus lacks adequate resources to provide in-house AOD treatment, follow-up and case management for students.
- The campus has focused its data collection primarily on students with little or no data collected from employees to determine resources needed to support faculty and staff.
- The AOD prevention programs do not currently use a set of objective standards (i.e. CAS) for program assessment.
- The AOD prevention program could benefit from more proactive mechanisms for distributing AOD policies to employees and students.

V. Procedures for distributing Annual AOD notification to Students and Employees.

AOD Notifications are distributed to students and employees annually four times per year via the class schedule (Fall, Winter, Spring & Summer quarter) which is made available to the entire student and staff population plus the communities within the Foothill De Anza College district. In addition, The College web site has a direct link to "*Drug-Free Schools And Campuses Act*" of 1989 and the "*Drug-Free Workplace Act*" of 1988. The health risks, legal sanctions, and referrals for assistance are listed there. This can be found at: https://www.deanza.edu/policies/drugs_alcohol.html

New Foothill De Anza Community College employees receive copies of the district's AOD policies with their new hire packet (either online or in person). The Human Resources Department also distributes AOD information to all employees via email and on the campus CWID Portal/Banner. In addition, AOD policy information is included in workplace posters located at the following places:

- FHDA Sunnyvale Education Center

- De Anza College (Administration building and Financial Aid office)
- Foothill College (Administration building and Financial Aid office)
- Central Services (main employee break room)

VI. Copies of the AOD Policies Distributed to Students and Employees.

Copies of the alcohol and/or other illegal drug policy can be found online and throughout the campus in various locations. This information is located in the college catalog published annually, in the quarterly class schedules and is made available to the entire student and staff population and the community served by the Foothill De Anza Community College District. This information is also located in the Human Resources Department, the District Police Department and on the Foothill De Anza Community College website. The District/College Policies for Alcohol and Other Drug Abuse Prevention Links section provides the links for accessing the relevant policies and resources for this review.

VII. Recommendations for Revising AOD programs.

- Ensure that the majority of AOD activities, services, and resources can be provided and promoted remotely and virtually.
- Secure increased funding allocated for staffing and additional case management resources.
- Implement the use of CAS standards for Alcohol and Other Drugs Programs to establish program evaluation criteria for future program review processes and Biennial Reports.
- Conduct annual anonymous survey of AOD use and abuse among students and employees
- Mandate that all students complete e-Checkup to Go as a part of the New Student Orientation process.
- Develop AOD abuse prevention training curriculum specifically for faculty and staff.
- Develop more active and consistent mechanisms for distributing AOD policies to employees and students. Ensure that the college's means of distribution provide adequate assurance that each employee and student receive the materials annually.

VIII. Information Regarding Violations and Sanctions for AOD Abuse on Campus.

De Anza college students who violate the Foothill -De Anza Community College District student conduct code policies on drug and alcohol possession, use, sale or being under the influence of a controlled substance on campus are subject to discipline as outlined in the FHDA Administrative Procedure 5510: Student Due Process and Discipline. Sanctions for such violations on campus typically include the following:

- Suspension - Exclusion of the student from the college for one or more terms.
- Expulsion – Permanent exclusion from all colleges in the district.
- Behavioral Contract – A document which sets the standards and expectations for appropriate behavior.

- Mandated assessment – To determine the severity of AOD abuse and risk of harm to self and others.
- Alcohol and drug prevention education
- *Other Actions:* In addition to or in place of the above sanctions, the college may assign any other sanctions as deemed appropriate.
- Criminal arrest and prosecution by local law enforcement by the FHDA District Police and Santa Clara County District Attorney’s Office.

Employees who violate the district’s Drug Free Workplace policies are subject to employee discipline up to dismissal/termination in accordance with employee collective bargaining agreements and FHDA Board Policy 4500: *Drug Free Workplace* and Board Policy 4505: *Drug Testing*.

The effectiveness of documented cases of disciplinary sanctions imposed on students is determined by the Student, the office or Student Judicial Affairs and the Dean of Student Development. The Human Resources Department is responsible for assessing the effectiveness of AOD employee disciplinary actions per district policy. The FHDA district police handles all criminal matters related to AOD possession, furnishing, use or sale on campus in accordance with the California Penal Code. Therefore, the follow-up on these situations are handled by the appropriate entity based on legal authority and purview.

IX. District/College Policies for Alcohol and Other Drug Abuse Prevention Links:

De Anza Drug Free Schools and Campus Act Information:

- <http://www.deanza.edu/healthservices/drugfree.html>

FHDA Annual Clery Report

<http://police.fhda.edu/downloads/2019CleryActAnnualSecurityReport.pdf>

FHDA Student Code of Conduct:

- <https://go.boarddocs.com/ca/fhda/Board.nsf/Public#>

FHDA Student Due Process and Discipline Procedures:

- <https://go.boarddocs.com/ca/fhda/Board.nsf/Public#>

De Anza Student Consumer Information Disclosures

- <https://www.deanza.edu/policies/consumer.html>

FHDA District Board Policy - Alcohol on Campus

- <https://go.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9TTVTW825097>

FHDA Board Policy – Drug Free Workplace

- <https://go.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9TUUJ77901E7>

FHDA Board Policy – Drug Testing

- <https://go.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9TUUJK791EA2>

FHDA Employee Assistance Program

- http://hr.fhda.edu/benefits/_eap.html

Nursing student Handbook - Nursing Student Drug and Substance Abuse Policy

- <https://www.deanza.edu/nursing/studentonly/SHB%2020-21.pdf>

Complying with Drug Free Schools and Campus Regulations [EDGAR Part 86]

- <https://safesupportivelearning.ed.gov/sites/default/files/hec/product/dfscr.pdf>