



## **Glendale Community College**

**2018-2020**

# **Drug and Alcohol Abuse Prevention Report**

# Maricopa Community Colleges

## Drug and Alcohol Abuse Prevention Report Template

**To use the template:** Copy and paste the contents of this template into a new document and fill in your college's information where applicable. Make sure to create a cover page for your report with your college's information and logo. The following is a suggested Table of Contents.

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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 Glendale 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.

Glendale 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.

Monica Castaneda, Vice President of Student Affairs formed a team that included the following membership:

- Genesis Toole, Interim Dean of Student Life
- Jodie Byers, Office of the President
- Debra Palok, Commander Public Safety
- Connie Greenwell, Director Student Life and Leadership
- Albulene Ferizi, Student Life and Leadership Student Services Specialist Sr.

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 2019-2020 and 2020-2021

## **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, Glendale 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

Glendale Community College Main and North campuses offer 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:

- ASK Me Stations - welcome week activities
- Student Life & Leadership Safe Driving Tabling (DUI & Sensible Drinking Tabling)
- Associated Student Government sponsored dances and Spirit Week activities
- Glendale Association of Student Nurses, Alpha Pi, Nursing Department and Student Life Annual Health Fair (spring activity)
- Club Fairs-I will graduate campaign
- Career Days
- Events that are geared specifically toward DUI & Alcohol Awareness
- Wellness events

- University Visits
- Partnership with police department to have field sobriety test and beer goggles
- University Fair-ask Residence halls to bring alcohol drug policies

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

Although while a formal Service Learning program does not currently exist at Glendale Community College, opportunities for community service involvement for students does exist. Student clubs and organizations are encouraged to participate in information sessions by attending as well as also planning and facilitating campus-sponsored events (health fairs, tabling, exhibitions, and presentations) that are programmed through Student Life & Leadership.

**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. Significant spaces on campus that have heavy student traffic that are alcohol free include: Student Union, Library, HT1 and HT2 (computer commons). These areas are open past 5 p.m.

**III. Nonalcoholic Beverages Promoted at Events**

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

**2. Normative Environments-**

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

- Pro-health messages that have been publicized on campus have included DUI and alcohol addiction and abuse posters and flyers strategically placed in heavy student traffic areas (bulletin boards, restroom stall doors, restroom mirrors, and Student Union display cases) and social media sites.
- *Exercise is Medicine* on campus program is intended to help campus community commit to exercise and wellness.
- The fitness and wellness program also sponsors professional growth opportunities for the campus community regarding health and wellness related to risk factors for disease, mental health issues and substance use and abuse.
- Blood pressure checks
- Walking maps available on the website for students and employees
- Ask CTLE what they offer that could be included in this report

## **II. Academic Standards**

- Academic standards are met through course competencies in every discipline at GCC.
- GCC offers students' academic support services in various areas including but not limited to; tutoring, supplemental instruction, honors program, writing and math centers, service learning and student conferences and leadership opportunities.
- GCC offers faculty and staff professional growth opportunities as well as training through the Center for Teaching and Learning.

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

- Since 2015 GCC has hosted a Campus Health Fair that provides various screenings, pregnancy awareness, HIV and STD Testing, cancer screening, stroke prevention, counseling table and stress management.
- The GCC Nursing Program in collaboration with the GCC Fitness and Wellness program offers opportunities for the campus community to learn about wellbeing and lifelong fitness.
- GCC hosts walking challenges for both students and employees annually.
- GCC students have an opportunity to join the Exercise Science and Nutrition Club for students
- Fitness center offers discounted sections for students and many community members.
- GCC North hiking club
- Counseling department offers workshops
- GCC sponsors MADD meetings on campus in addition to promoting their 5K Runs and activities

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

Through information sessions, tabling, and presentations both in person and virtually (MADD, Glendale and Phoenix Police Departments) Student Leadership promotes positive, healthy norms by providing salient information for our student population regarding alcohol consumption and abuse. This includes information on social services for addiction resources and counseling services through in person distribution, social media posting on multiple platforms to include the use of a virtual bulletin board.

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

Serving in a mentoring capacity, Student Life & Leadership student employees and student leaders routinely host information tables whereby they are the ones presenting information directly to our student population regarding DUI and alcohol consumption and abuse. To further reach our student base, beginning in spring 2019 to date,

information is also being disseminated virtually through social media posting on multiple social media platforms through both Student Life & Leadership and our student groups

### **3. Alcohol Availability**

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

Serving of alcoholic beverages is restricted at Glendale Community College. In the years for which this report is concerned, no event(s) occurred in which alcohol was available. This required the express consent of the Chancellor of the Maricopa County Community College District, the closing of the venue to the public and students, and hiring of trained and registered bartenders. Glendale 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, Glendale Community College does not permit the use, sale or distribution of alcoholic beverages.

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

Glendale 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**

Glendale Community College prohibits alcohol on campus in any form.

### **4. Marketing and Promotion of Alcohol**

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

Glendale Community College campus does not allow advertisements that promote bars and/or the consumption or sale of 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**

Glendale Community College does not participate in promotions related to drinking, underage or otherwise.

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

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

- V. Pro-Health Messages that Counterbalance Alcohol Advertising are Required**  
Glendale Community College maintains a drug, alcohol, and tobacco free campus. This also includes the advertisement of alcohol on campus.



## 5. Policy Development and Enforcement

Glendale Community College	2017	2018	2019
<b>Offense</b>			
Murder and Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	0	0	0
Non-Forcible Sex Offense	1	0	0
Robbery	2	0	0
Aggravated Assault	1	1	2
Burglary	2	0	0
Arson	0	0	0
Motor Vehicle Theft	1	1	1
<b>Arrest For:</b>			
Liquor Law Violation	0	0	0
Drug Abuse Violation	1	2	1
Weapons Possession	0	0	0
<b>Referrals</b>			
Liquor Law Referrals	0	0	0
Weapon Possession Referral	0	1	1
Drug Law Violation Referral	0	0	0
<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	1	0
<b>These referrals include On-Campus, Non-Campus, and Public Property</b>			
Hate Crimes	0	0	0
6000 West Olive Avenue, Glendale, AZ 85302			

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

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

- xx

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

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

- AOD Program strengths of GCC include the availability of various programming as it relates to helping our campus community better understand health and wellness as well as information about the prevention of drug and alcohol abuse.

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

- AOD Program weakness at GCC is that as a campus community we have not focused many of our student events around the specific topic of drug and alcohol awareness. Our DUI program has been a success but moving forward we have an opportunity to strengthen that event and add additional learning opportunities for our students.

## **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 [www.maricopa.edu](http://www.maricopa.edu) website.

- A list of alcohol programs that are available to employees and students and a clear statement that the IHE 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.

### **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.

### Check links

#### I. Recommendations for revision of AOD Programs

- No recommended revisions at this time.

## Addendums

### 1. Addendum 1 – Staff Policy Manual

- Staff Policy Manual – Policy A-4 – Employment Standards
  - [https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM\\_04232019.pdf#search=staff%20policy%20manual](https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM_04232019.pdf#search=staff%20policy%20manual) <https://hr.maricopa.edu/sites/default/files/spm.pdf>
- Staff Policy Manual – Policy A-18 – Drug Free Workplace
  - [https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM\\_04232019.pdf#search=staff%20policy%20manual](https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM_04232019.pdf#search=staff%20policy%20manual)
- Staff Policy Manual – Policy C-4 – Corrective Action Principles
  - [https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM\\_04232019.pdf#search=staff%20policy%20manual](https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM_04232019.pdf#search=staff%20policy%20manual)

### 2. Addendum 2 – Administrative Regulations

- Administrative Regulation 4.14 – Motor Vehicle Usage
  - [https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM\\_04232019.pdf#search=staff%20policy%20manual](https://maricopa.sharepoint.com/sites/DO/human-resources/hr-tools/PublishingImages/Pages/policies/2019%20SPM_04232019.pdf#search=staff%20policy%20manual)
- Administrative Regulation 2.5 – Student Rights and Responsibilities
  - <https://district.maricopa.edu/regulations/admin-regs/section-2/2-5>

## 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 Glendale Community College. Students can call the Counseling Office at 623.845.3064 or visit: <http://www2.gccaz.edu/counseling>
- [Al-Anon](http://www.al-anon.org) at 1-888-4AL-ANON (1-888-425-2666)

- [National Institute on Drug Abuse Hotline](#) at 1-800-662-HELP (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 Assistance Program \(EAP\):IBH](#) at 800-395-1616
- [Al-Anon](#) at 1-800-356-9996/1-888-4AL-ANON (1-888-425-2666)
- [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.