



Southwestern Community College District  
Drug-Free Schools and College District Regulations  
Biennial Review 2016 – 2018

## **Certification**

Southwestern College submits this Drug-Free Schools and College District Regulations Biennial Review for 2016-2018 in support of the Drug-Free Schools and Campuses regulations. We certify that we have reviewed and discussed the contents of this report and it is an accurate reflection of the nature and substance of the District's Drug and Alcohol Abuse Prevention Program (DAAPP).

SIGNATURES:

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**Brett Robertson**, *Director of Student Development*

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**Cynthia Carreno**, *Acting Director of Human Resources*

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**Malia Flood, Ph.D.**, *Dean of Student Services*

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**Robert Unger**, *Acting Vice President for Human Resources*

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**Angelica L. Suarez, Ph.D.**, *Vice President for Student Affairs*

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**Kindred Murillo, Ed.D.**, *Superintendent/President*

## Background

Congress passed the Drug-Free Schools and Campuses regulations (EDGAR, Part 86) in 1990. 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 program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. If audited, failure to comply with the Alcohol and Other Drug (AOD) Abuse Prevention Regulations may cause an institution to forfeit eligibility for federal funding. The biennial report must be completed each even-numbered year and must be available for examination to anyone who requests it.

According to the Higher Education Center's publication, *Complying with the Drug-Free Schools and Campuses Regulations, A Guide for University and College Administrators*, the required review is intended to meet the following objectives:

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

## Description of Southwestern Community College District

- Non- residential community college district
- 5 locations to include; Chula Vista Campus and Higher Education Centers at Otay Mesa, San Ysidro, National City, and Crown Cove Aquatic Center.
- Only institution of higher learning in South San Diego County. SCCD serves approximately 18,000 credit students
- Instructional offerings include credit, noncredit, community services, and business development/contract education courses.

## Description of DAAPP Program Elements

### a. College Policies and Procedures

Southwestern Community College District strives to maintain the campus free from the illegal use, possession, or distribution of controlled substances which is reflected in the following Governing Board Policies and Procedures.

1. Drug-Free Environment and Drug Prevention – BP 3550 ([Attachment 1](#)) and AP 3550 ([Attachment 2](#))
  2. Alcoholic Beverages – BP 3560 ([Attachment 3](#)) and AP 3560 ([Attachment 4](#))
  3. Smoking and Tobacco Products Policy – BP 3570 ([Attachment 5](#)) and AP 3570 ([Attachment 6](#))
  4. Standards of Student Conduct – BP 5500 ([Attachment 7](#)) and AP 5500 ([Attachment 8](#))
  5. Discipline and Dismissal – Classified Employees Policy– BP 7365 ([Attachment 9](#)) and AP 7365 ([Attachment 10](#))
- Alcohol is prohibited on campus and at all college-sponsored events with the exception of Southwestern College Foundation events. However, students of any age who attend such events are not permitted to consume alcohol.
  - The College Bookstore does not sell any alcohol-related products such as shot glasses, beer mugs, or wine glasses.
  - The campus newspaper prohibits the advertising of alcohol or tobacco products.

**b. Office of Student Activities/Associated Student Organization**

The Associated Student Organization represents the students of SCCD. All ASO/College sponsored activities and events are alcohol and drug free. The ASO, which consists of the Executive Board and the Student Senate, is responsible for sponsoring student leadership retreats and student development activities. The ASO officers are housed in the Student Center with over 60 student clubs. Student clubs enhance the educational experience of students and foster social, intellectual, and physical growth ([Attachment 11](#)).

**c. Athletics**

SCCD has 17 intercollegiate athletics teams. These include men's and women's basketball, soccer, track and field, cross-country, swim/dive, water polo, and cheer teams, in addition to men's football and baseball and women's volleyball, softball, and tennis. All teams with the exception of football compete in the Pacific Coast Conference (PCAC). Football competes in the Southern California Football Association (SCFA). There were 344 students involved in conference sports in 2017-18.

The Athletics program promotes a drug-free healthy lifestyle. Expected conduct of athletes related to alcohol and drug use is included in Athletic Orientation and all students sign an agreement indicating compliance. Alcohol and drug regulations are also written in the Student-Athlete Handbook ([Attachment 12](#)) and included in the Student Athlete Eligibility Meeting.

**d. Health 101**

Health 101: Principles of Health, is a popular class, with 20 sections of the course offered during fall 2018. This course includes instruction on exercise, weight maintenance, nutrition, human sexuality, sexually transmitted diseases, drug use, cancers, and cardiovascular diseases with the emphasis on wellness.

**e. Personal Wellness Services (PWS)**

Behavioral Health and Substance Abuse Services are offered to students at SCCD through the Personal Wellness Services (PWS). The overall purpose of PWS is to promote emotional health and wellness, student success, and retention at the college. These services include; psychological assessment, crisis intervention, brief individual psychotherapy and referrals to community resources, wellness workshops, faculty/staff consultations, and staff development activities.

*Substance Abuse Treatment:*

From 2016 until the present, services for students with substance abuse and substance related issues have been integrated into the PWS. In this respect, PWS clinicians routinely provide individualized assessment, brief treatment, education and referrals to community agencies for substance abuse and co-occurring behavioral health problems. On an average, 15% of students seen over the last five semesters presented with Drug/Alcohol Abuse as either their primary or a co-occurring problem. Percentages for Drug/Alcohol Abuse have varied for each of the last five semesters ranging from 13% in the Spring 2016 to 20% in the Spring 2018. PWS clinicians report that Marijuana and alcohol are generally the drugs of choice for students seeking services but more recently, the use of such deadly drugs as heroin have been on the rise.

*Percentage of students seen by Personal Wellness Services with co-occurring substance abuse and behavioral health problems.*

Spring 2016	13%
Fall 2016	18%
Spring 2017	13%
Fall 2017	13%
Spring 2018	20%

### *Wellness Workshops:*

Personal Wellness Workshops targeting drug and alcohol abuse have been available to students at least once each semester starting in 2014 as part of a series of workshops focusing on prevention and education. The objectives of these workshops are to provide students with factual information/data regarding alcohol/drug use, to increase awareness of the impact of use/misuse, assist students in determining if they have an alcohol/drug problem, assist students who might be concerned about a friend's drinking or drug use, explore ways to cut down one's drinking or drug use, and provide PWS contact and referral information.

Eighty-two (82) students participated in a total of five workshops over the last five semesters starting spring 2016 through the spring 2018. Each workshop averaged around sixteen (16) students. Fifty-seven (57) workshop evaluations were collected and all posted excellent reviews on a 5-point Likert-type scale with "5" being excellent. Some of the results are as follows:

- 100% of students felt; "the presentation was helpful and informative".
- 100% of students reported; "the presenter was knowledgeable, well-organized and clear".
- 100% of students believed that "overall, the workshop was excellent".

Some comments reflecting the previously stated objectives of the workshops include:

The presenter "gave me info for a loved one I want to help".

"As a family member of an addict the information was very helpful. It further helped me understand that it is not a simple process to get out of addiction and if the person doesn't want treatment or change there's not much of anything anyone else can do"

### *Community Partnerships:*

As part of the PWS treatment model, students are routinely referred to resources in the community for more specialized behavioral health and/or substance abuse issues. Therapists for PWS routinely collaborate and arrange face to face meetings with agencies in the community that provide both behavioral health and substance abuse treatment, e.g., South Bay Guidance Wellness Recovery Center, the Maria Sardinas Wellness Recovery Center and the South Bay Regional Recovery Center.

In order to better serve our students, more formalized partnerships with the above agencies have been developed over the last few years. This has resulted in a formal agreement or a memorandum of understanding (MOU) with the Community Research Foundation ([Attachment 13](#)) and the McAlister Institute ([Attachment 14](#)). The Community Research Foundation which includes the South Bay Guidance and Maria Sardinas Centers provides our students with behavioral health and co-occurring substance abuse treatment. The McAlister Institute which includes the South Bay Regional Recovery Center can provide our students with a continuum of services in the community which range from detox to intensive outpatient programming to homeless outreach services/resources and random drug testing.

### *Future Directions:*

Over the next few years the PWS will start to develop a system to collect, track and follow-up on referral and outcome data in order to improve the quality of care we provide. This will be accomplished by developing more intensive case management services and improving the infrastructure of our programming which is currently in progress.

#### **f. Health Services**

Health Services provides health assessments by Registered Nurses for students who may exhibit physical symptoms of drug and/or alcohol intoxication, as well as assist with student's questions or concerns about their use of alcohol and/or other substances. The Health Services Office contains a variety of literature and community resources to assist individuals who seek information or assistance.

In December 2016, Health Services added a new code, "Alcohol and other drugs" to their electronic charting system. The new code was added to easily identify the number of students who visit Health Services with health concerns related to alcohol and/or other drug use. Since the implementation of the new code, nurses have counselled one individual. Since the code is relatively new, it may not accurately reflect the number of students with presenting health issues related to alcohol and drug use.

Health Services conducts and provides various health related outreach activities throughout the year. Outreach activities promote and empower students to engage in healthy behaviors, and make lifestyle changes that reduce their risk of developing chronic diseases and engage in risky health behaviors. Outreach activities include blood pressure screenings, nutrition, diet, exercise, stress management, smoking cessation, and sexually transmitted diseases, to name a few. Health Services sponsors a health fair annually. Our health fair provides an opportunity to bring awareness to the resources available in our community. Various health organizations such as Alcoholics Anonymous and South Bay Guidance Wellness Recovery Center join our Health Fair annually providing invaluable substance abuse resources.

Substance abuse outreach is conducted biannually during the fall and spring semesters. Our simulated drunk driving course event invites our college community to participate by wearing impairment goggles to mimic the experience of driving intoxicated. In addition to the impaired driving course, Health Services provides educational brochures about alcohol and other drugs, as well as community resources.

#### *Simulated Driving Course Data*

	2016		2017		2018
	Spring	Fall	Spring	Fall	Spring
# of student participants	74	54	60	25	95
# of students surveyed	54	40	159	26	20
Understood consequences of drinking and driving		100%		92% (4% disagree, 8% did not answer)	
Understood negative effects of alcohol use to their mind and body		97.5% (2.5% did not answer)		92% (1% neutral, 1% did not answer)	

Health Services also sponsors a Great American SmokeOut and Kickbutts activities annually. Information about alcohol and other drugs are provided at these tabling events. An average of 75 students participate each year.

For the first time in Spring 2017, the College sponsored a Sexual Assault Awareness Week. Health Services participated in tabling and offered students information and resources related to sexual assault, sexual transmitted diseases, alcohol and other drugs.

Lastly, Health Services is exploring opportunities to develop a health education internship program that would aid in health promotion and education/outreach activities at the College.

#### **g. Human Resources**

The Employee Assistance Program (EAP) is available through Human Resources for employees to provide confidential counseling services to employees who have concerns about their use of alcohol or other substances ([Attachment 15](#)). EAP offers employees 24/7 access to clinicians who are available to provide assistance. Some of the services provided by EAP include Substance Abuse Awareness and Prevention.

Related outreach opportunities are being assessed to further provide additional training and resources to employees.

#### **h. Police Department**

In accordance with Public Law 101-226 Drug-free Schools and Community Act Amendment of 1989, the Governing Board of the Southwestern Community College District prohibits the unlawful possession, use or distribution of illicit drugs and alcoholic beverages by students and employees on district property or part of any district-sanctioned activity. Employees and students are subject to disciplinary action for violation of Governing Board policies that could include expulsion from the college for students or termination from employment for employees. Persons are also subject to arrest and criminal prosecution for violation of state and federal drug and liquor laws.

Possession, use and sale of alcoholic beverages on district property, public intoxication, and drunk driving are violations of California state law and subject to criminal prosecution.

<b>State Alcoholic Beverage Laws</b>	<b>Description</b>	<b>Classification</b>
B&P 25662a	Minor in Possession of an Alcohol Beverage	Misdemeanor
B&P 25620a	Open Container of Alcoholic in a Public Place	Misdemeanor
B&P 25608a	Possession of an Alcoholic Beverage on Campus	Misdemeanor
PC 647f	Public Intoxication	Misdemeanor
VC 23152a&b	Drunk Driving	Misdemeanor
VC 23220a	Drinking while Driving	Infraction
VC 23223a	Driver in Possession of an Open Container of Alcohol	Infraction
VC 23223b	Passenger in Possession of an Open Container of Alcohol	Infraction

The use, sale or possession of any illegal drug or being under the influence of any illegal drug is a violation of California state law and subject to criminal prosecution.

<b>State Drug Laws</b>	<b>Description</b>	<b>Classification</b>
H&S 11357b	Possession of Marijuana	Infraction
H&S 11358	Cultivation of Marijuana	Misdemeanor of Felony
H&S 11359	Intent to Sell Marijuana without a License	Misdemeanor of Felony
H&S 11350	Possession of Controlled Substance	Misdemeanor of Felony



H&S 11351	Possession of Controlled Substance for Sale	Felony
H&S 11352	Sales/Transport Controlled Substance	Felony
H&S 11377a	Possession of Dangerous Drugs	Misdemeanor
H&S 11378	Possession of Dangerous Drugs for Sale	Felony
H&S 11379	Sales/Transport Dangerous Drugs	Felony
H&S 11550a	Under the Influence of Drugs	Misdemeanor
B&P 4149	Possession of Drug Paraphernalia	Infraction
VC 23222(b)	Driver in Possession of Marijuana in a Vehicle	Infraction

The use, sale or possession of any illegal drug is also a violation of federal law and subject to criminal penalties that could include fines and imprisonment in a federal correctional facility.

The College Police Department partners with other college departments to offer drug and alcohol use and addiction educational programs with the intent to discourage the illegal use of intoxicants and the responsible use of legal intoxicants. College Police Officers actively enforce state laws concerning illegal drug and/or alcoholic beverage use and possession, public intoxication, and drunk driving.

Employees found in violation of alcoholic beverage and drug laws are referred to the District's Human Resources Department for potential administrative action and/or employment sanctions. Similarly, students found in violation of alcoholic beverage and drug laws are referred to Student Services for potential administrative sanction.

#### **i. Student Services Office**

The Office of Student Services is committed to maintaining a safe and healthy learning environment for students, faculty and staff. The Student Services office oversees the student conduct and student grievance processes, with a focus on student learning, responsible behavioral choices, and access to intervention/resources. The Office of Student Services Dean meets with any student who has been charged with an alleged violation of the District's Standards of Student Conduct, which includes violations of District alcohol and drug policies. The Dean provides each student with a copy of the Standards of Student Conduct, reviews the student's rights and responsibilities, reviews due process procedures, determines appropriate conduct sanctions, and works with the student, as appropriate, to access campus and community resources.

#### **Policy Enforcement**

Students are made aware of College District policy and procedures in the SCCD College Catalog ([Attachment 16](#)) and the SCCD Student Policy manual ([Attachment 17](#)) which is produced by the Office of Student Services. These publications are available online and in hardcopy. Classified and Academic staff are provided Governing Board Policy 3550: Drug-Free Environment and Drug Prevention and 3570: Smoking and Tobacco Products Policy when they are hired by the District.



	2016 - 2017	2017 - 2018
Alcohol and Related Violations	3	8
Drug and Alcohol Related Fatalities	0	0

*Possible Sanctions That Can Be Imposed by the District*

- Educational Sanction: Educational learning related to the conduct violation, which may include community service, volunteer work, apology letter, mediation, restorative justice.
- Verbal Warning: Oral notice to the student that continuation or repetition of the conduct may be cause for further disciplinary action.
- Written Reprimand: Written notification that continuation of the conduct may result in further disciplinary action and may be considered in the event of future violations.
- Disciplinary Probation: Any misconduct during the specified probation period will be cause for suspension or other disciplinary action.
- Disciplinary Suspension: Exclusion from class, privileges, or activities for a specified period of time as set forth in the notice of suspension.
- Expulsion: Termination of student status. Expulsion requires formal action by the Governing Board.

*Sanctions for 2016-17*

Case 1: Written Reprimand

Case 2: Written Reprimand

Case 3: Disciplinary Probation changed to Verbal Warning after completion of Educational Sanctions

*Sanctions for 2017-18*

Case 1: Disciplinary Probation that was changed to Written Reprimand after completion of Educational Sanctions

Case 2: Disciplinary Probation with the option to change to Written Reprimand with the completion of Educational Sanctions (not completed).

Case 3: Disciplinary HOLD on student records.

Case 4: Written Reprimand

Case 5: Disciplinary Probation that was changed to Written Reprimand after completion of Educational Sanctions.

Case 6: Disciplinary Probation changed to Verbal Warning after completion of Educational Sanctions

Case 7: Written Reprimand

Case 8: Written Reprimand

*Assessment to Ensure that Sanctions Imposed are Consistently Enforced*

A Sanctioning Rubric is consistently applied to all student conduct cases, including those with drug and alcohol-related violations. The Sanctioning Rubric considers the following criteria: (1) # of previous conduct violations; (2) student's statement; and, (3) impact on the community. Any of the following will result in stronger disciplinary sanctions: previous conduct violations; student not taking responsibility for their actions; (3) greater impact to the community.

A review of sanctions from the previous two years shows consistency in sanctioning. Sanctions ranged from Written Reprimand to Disciplinary Probation, with Educational Sanctions.

### **Program Effectiveness**

The DAAPP committee performed an assessment of the College District's efforts in preventing, reducing, and addressing drug and alcohol abuse by students and employees. We conclude that our program is effective, with opportunities for further improvement. Notable findings include the following:

1. Improved annual notification to students and employees with additional language added regarding consequences for violations and health impacts.
2. Improved data collection from DAAPP programs offered by Health Services and Personal Wellness Services including the addition of reason codes, and program evaluation forms.
3. Stronger collaboration between DAAPP stakeholders as evidenced by the bi-annual DAAPP meetings.
4. Stronger collaboration between College Police and Student Services in tracking and enforcing violations
5. Improved relations with outside referral agencies as evidenced by newly established MOUs with Community Research Foundation and McAlister Institute.
6. Continued need to refine data collection, and establish trends over time
7. Need to better promote College drug and alcohol abuse programs and services for students and employees.

### *Recommendations for 2018-2020*

1. Perform a campus-wide survey or study to better understand student and employee attitudes and resource needs regarding drug and alcohol use
2. Continue the more comprehensive collection of program data and establish trends over time
3. Include the newly hired Director of Employee Relations and Title IX on the DAAPP Task Force to strengthen collaboration with Human Resources and ensure on-going compliance with state and federal regulations
4. Establish new internship opportunities for greater student case management support and health education outreach/promotion efforts
5. Explore the possibility of offering an online drug/alcohol training as part of employee and/or student orientation

### **DAAPP Task Force Members**

The following personnel are acknowledged for their contributions to the task force and this biennial review:

Clarence Amaral, Ph.D., Mental Health Counselor  
Cynthia Carreno, Acting Director, Human Resources  
Grace Cruz, Campus Nurse  
Malia Flood, Ph.D., Dean, Student Services  
Patti Larkin, Director, Financial Aid  
Davis Nighswonger, Chief of College Police and Safety  
Brett Robertson, Director of Student Development and Health Services  
James Spillers, Dean, School of Wellness, Exercise Science, and Athletics

## Attachments / References

*BP – Board Policy  
AP – Administrative Procedure*

Attachment No.	Title and Link
<a href="#">(Attachment 1)</a>	<a href="#">Drug-Free Environment and Drug Prevention – BP 3550</a>
<a href="#">(Attachment 2)</a>	<a href="#">Drug-Free Environment and Drug Prevention –AP 3550</a>
<a href="#">(Attachment 3)</a>	<a href="#">Alcoholic Beverages – BP 3560</a>
<a href="#">(Attachment 4)</a>	<a href="#">Alcoholic Beverages – AP 3560</a>
<a href="#">(Attachment 5)</a>	<a href="#">Smoking and Tobacco Products Policy – BP 3570</a>
<a href="#">(Attachment 6)</a>	<a href="#">Smoking &amp; Use of Tobacco Products – AP 3570</a>
<a href="#">(Attachment 7)</a>	<a href="#">Standards of Student Conduct – BP 5500</a>
<a href="#">(Attachment 8)</a>	<a href="#">Standards of Student Conduct – AP 5500</a>
<a href="#">(Attachment 9)</a>	<a href="#">Discipline and Dismissal – Classified Employees Policy– BP 7365</a>
<a href="#">(Attachment 10)</a>	<a href="#">Discipline and Dismissal – Classified Employees Policy– AP 7365</a>
<a href="#">(Attachment 11)</a>	<a href="#">ASO Chartered Clubs</a>
<a href="#">(Attachment 12)</a>	<a href="#">Student Athlete Handbook</a>
<a href="#">(Attachment 13)</a>	<a href="#">Memorandum of Understanding with Community Research Foundation</a>
<a href="#">(Attachment 14)</a>	<a href="#">Memorandum of Understanding with McAlister Institute</a>
<a href="#">(Attachment 15)</a>	<a href="#">EAP (Employee Assistance Program) Brochure</a>
<a href="#">(Attachment 16)</a>	<a href="#">Southwestern College Catalog – DAAPP Information</a>
<a href="#">(Attachment 17)</a>	<a href="#">Student Policy Manual</a>