



FRONT RANGE COMMUNITY COLLEGE

Drug-Free Schools and Campus Regulations Biennial Review and Drug & Alcohol Prevention Report

Published October 2016

Revised January 2017

This report was prepared by Monica Kopcow, Student Information and Title IV Compliance Officer in collaboration with the Front Range Community College Clery Committee. Secondary review and oversight provided by the Student Affairs Council. A chart of participants is listed within this report.

Table of Contents

Introduction to the Drug-Free Schools and Communities Act (DFSCA)	03
Compliance with the Drug-Free Schools and Communities Act	03
Alcohol and Drug (AOD) Program Goals	04
Front Range Community College Programs Addressing AOD Use and Abuse	05
Support for Students of Concern	07
Recourses for Students and Employees	08
Policies Addressing AOD Use and Abuse	09
Distribution of AOD Policies to Students, Faculty, and Staff	13
Analysis of Efficiency of AOD Use and Abuse Efforts	14
AOD Program and Policy Recommendations	14
Individuals and Departments Participating In Biennial Review Process	15
President’s Review and Approval	16

Introduction to the Drug-Free Schools and Communities Act (DFSCA)

The Drug-Free Schools and Campuses Regulations requires 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 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 Drug-Free Schools and Campuses Regulations may cause an institution to forfeit eligibility for federal funding.

In order to certify its compliance with the regulations, an IHE must adopt and implement a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities. Creating a program that complies with the regulations requires an IHE to do the following:

- Prepare a written policy on alcohol and other drugs.
- Develop a sound method for distributing annual notification information to every student and IHE employee each year.
- Prepare a biennial review report on the effectiveness of its alcohol and other drug (AOD) programs and the consistency of policy enforcement.
- Maintain its biennial review report on file so that, if requested to do so by the U.S. Department of Education, the campus can submit it.

Compliance with the Drug-Free Schools and Communities Act

In order to meet compliance with DFSCA, Front Range Community College (FRCC) conducted a review for their alcohol and drug related policies and program for the time period **August 2014-July 2016**.

The objectives of the review that was compiled by Front Range Community college as identified by the U.S. Department of Education include:

- Determining the effectiveness of drug and alcohol abuse prevention program(s) and implementation of any needed changes.
- Ensuring disciplinary sanctions for violating standards of conduct are enforced consistently.

The President of the College is required to supply a signed statement certifying the Biennial Review to acknowledge awareness of the recommendations within the report. Both the president's signed statement and the final copy of the 2016 report are keep on file by the Student Information and Title IV Compliance Officer. The report and all supporting documentation will be maintained on file for seven years, thus aligning with other Consumer Information regulations.

For a hardcopy of the Biennial Review, all email requests should be sent to Monica.Kopcow@frontrange.edu or the report can be located on the Front Range Community College website under the [Campus Safety and Security tab](#). Institutions of higher education are not required to submit the certification or report to the U.S. Department of Education but will make it available upon request.

Alcohol and Drug (AOD) Program Goals

Front Range Community College is one of thirteen state system community colleges under the governance of the State Board for Community Colleges and Occupational Education (SBCCOE). It is the largest community college in Colorado and enrolls more than 30,000 students annually at four sites. Many of the programs offered to students around alcohol and drugs are collaborated among the Student Life Directors at each campus as well as with Human Resources and the Deans of Student Affairs. The college has adopted and implemented programs to prevent the abuse of alcohol and the possession, use or distribution of illicit drugs by students and employees both on its premises and as a part of any of the college's activities. Front Range Community college is committed to ensuring, to the best of its ability, that its students, staff, faculty and adjunct instructors are aware of the dangers of abuse of alcohol and other drugs. We strive to provide appropriate information and resources to ameliorate such abuse, and are subjected to appropriate sanctions regarding the inappropriate or illegal use or abuse of such substances on campus and at other venues that involve college community members. Below is a list of all Front Range Community College Campuses and centers.

Boulder County Campus

2190 Miller Drive
Longmont, CO 80501
Phone: (303) 678-3722
Fax: (303) 678-3699

Larimer Campus

4616 S. Shields Street
Fort Collins, CO 80526
Phone: (970) 226-2500
Fax: (970) 204-8484

Prospect Center

1501 Academy Ct.
Fort Collins, CO 80524
Phone: (970) 204-8327

Community Learning Center

800 S. Taft
Loveland, CO 80537
Phone: (970) 613-7580

Westminster Campus

3645 West 112th Avenue
Westminster, CO 80031
Phone: (303) 404-5000
Fax: (303) 466-1623

Brighton Center

1850 E. Egbert Street, Suite 100
Brighton, CO 80601
Phone: (303) 404-5099
Fax: (303) 655-1763

Front Range Community College employs different strategies and programs to address AOD abuse among its students, staff, faculty, and adjunct instructors. AOD efforts focus on harm reduction, recognizing the reality of AOD abuse among late adolescents and young adults in the U.S. Front Range Community College provides a broad array of activities that are alcohol and drug free and support those that who choose to remain alcohol and drug free. The college is dedicated to educating and attempting to change the culture of AOD abuse that can be common among college students. We believe efforts to prevent or ameliorate AOD abuse are more likely to be successful if they involve faculty, staff, students and campus security.

Front Range Community College Programs Addressing AOD Use and Abuse

College-wide Passive General Awareness Information Programming:

- Each semester, each of the Student Life Offices offer information to students, faculty, and staff on the effects of drug and alcohol use. Programs include access to education, training, and treatment resources in the community.
- Information was disseminated to students from the [\(MADD\) No More Victims website](#). MADD is the nation's largest nonprofit organization working to protect families from drunk driving, drugged driving and underage drinking. MADD also supports drunk and drugged driving victims and survivors at no charge.
- Each campus Student Life Office displays information and resource guides regarding drug and alcohol referrals and resources.
- Each year the [Front Range Community College Student Handbook/planner](#) lists local resources for drug and alcohol counseling.
- The Advising, Career and Counseling Departments at all campuses display information and a resource guide regarding drug and alcohol referrals. In addition, the ACC departments refer students when needed to local agencies.
- **Know the Code campaign.** Posters are placed around each campus regarding the Student Code of Conduct. One of the posters related to: Possessing, consuming, or distributing any alcohol beverage in violation of college rules and regulation, or appearing on campus while intoxicated.
- AOD information is displayed throughout the year in the Stall Street Journals, Campus newsletters, and/or given away at the campus information desks. Copies of AOD information are available for all faculty and staff and the college encourages faculty and staff to share information with students.
- The college Student Code of Conduct poster is hung up around each campus and includes information about Front Range Community College Drug and Alcohol Policy.
- The Campus Security Department distributes an alcohol and drug awareness pamphlet to faculty, staff and students along with doing an awareness presentation twice a semester. Resource information is also provided if anyone contacts the office with a referral or needing information.
- Each of the campuses participates in a yearly health fair hosted on campus where information on sexual health, alcohol, drug prevention and stress management is provided along with personal counseling resources.

Larimer Campus:

- The third week of November each year, the Larimer Campus focuses on ways to deal with stress through the holidays. Information includes wise or no alcohol consumption. Students are also given resources regarding counseling.
- On March 25, 2015 the campus held a health fair and provided information on sexual health, smoking cessation, alcohol prevention, suicide prevention, stress management and personal counseling. The goal of the program was to educate students about available health resources. Vendors included Alcoholics Anonymous, Larimer County Health District, and the Larimer County Health Department. These groups provided cessation and general support services around alcohol and tobacco usage.
- On January 28, 2015 the campus held a resource fair for students. Amendment 64 brochures were handed out updating students on the use of marijuana and the law.

- Fall 2014, students were taken on a local moonlight hike as an overall fitness/wellness and alcohol alternative program to watch the full moon rise. The event lasted until 10:00 p.m. Students were able to network with each other and build community with folks who were choosing not to drink.

Westminster Campus:

- October 2014 the Student Life Office conducted a Health and Wellness survey in order to assess social norms for the campus. The survey had a variety of health and wellness topics including questions regarding use of alcohol, drugs, and tobacco. The survey was relatively successful with about 80 students participating.
- The Student Life Office continued a strong partnership with the Tri-County Health Organization. The focus with this organization was on moving the campus to a tobacco free policy and healthier behaviors for all students.
- Throughout the spring of 2015, the Student Life Office began to pull together a proposal to change the model of health and wellness programming for the office to a “peer education” and resource model. This planning resulted in the creation of the P.E.A.K program. The P.E.A.K program encourages students to share health information, values and behaviors in order to support the well-being of their fellow students. P.E.A.K. educators also connect students to campus and community resources. The P.E.A.K program was announced in the fall 2015 semester and is beginning to build interest.
- Throughout the fall 2015 semester the Student Life Office implemented the The P.E.A.K program that encourages students to share health information, values and behaviors in order to support the well-being of their fellow students. The program includes BACCHUS/NASPA Certified Peer Education training that prepares student educators to assist students in building skills to better navigate situations pertaining to hunger relief, nutrition, fitness, body image, sleep, stress management, tobacco, alcohol and other drugs, sexual assault prevention, and recognizing healthy relationships. P.E.A.K. educators also connect students to campus and community resources. In the spring of 2016, 23 students signed up to participate in the P.E.A.K program and three peer educators were certified.
- February 10, 2015 Student Life hosted an Alcohol & Drug Awareness Day as part of a larger Health & Wellness Week. In order to simulate impaired driving FRCC rented two *Need for Speed* arcade games and invited students to play wearing our impairment goggles. The goggles simulate a .06 blood alcohol content at night and marijuana impairment. Front Range Community College had a Student Life staff member present throughout the day to talk to students about the experience. The staff members found that they were often explaining to students the many effects alcohol and marijuana have beyond just visual impairment. Tri County Health also supplied a number of informational items that were available for students to take.

Boulder County Campus:

- Student Life sponsored a Campus and Community Resource Fair in August, 2014, August 2015 as well as January 2016. Multiple local resources were in attendance including: Boulder County Public Health, which provided information on smoking cessation and responsible alcohol consumption; Boulder Women’s Health; Beforeplay.org; Longmont Safe house; and Moving to End Sexual Assault (MESA). Over 200 students were served at this event
- October is Collegiate Alcohol Awareness week. During the third week of October each year, Student Life hosts an Alcohol Awareness Education event. The Longmont Police Department provided a DUI simulation

event with beer goggles and a video explaining what happens when you drink and drive. Student Life provided brochures about safe alcohol consumption. Over 75 students attended.

- Each year in November (during our Thanksgiving celebration) and December (finals week), the campus has a passive display and hands out informational flyers with reminders about safe alcohol consumption and the dangers of drinking and driving, especially during the Holidays.
- March, 2015 the Student Government Association had a table in the commons area with information regarding healthy behaviors including safe sex, and responsible alcohol consumption.
- In May of each year, (during finals week), information is handed out to students with reminders about safe alcohol consumption and the dangers of drinking and driving during graduation parties and celebrations.
- In spring 2016 the Student Government Association held a spring fling event. They provided mock trials and information regarding healthy behaviors including safe sex, and responsible alcohol consumption.

Brighton Center: No campus specific programs. Only college wide passive programs.

Support for Students of Concern:

Front Range Community College staff care about students' whole well-being. We recognize that college is stressful; might be overwhelming, and students may face pressure to experiment with drugs and alcohol. Each campus has a team of caring individuals who help connect students to support for all kinds of concerns. If someone is concerned about friends' or their own choices or behavior, the college wants to help. Front Range Community College is interested in a person's well-being. If someone is concerned about a friend or themselves we encourage them to tell us. Crisis and stress management services and/or referrals to community counseling services are available at each campus.

Additional information and confidential referrals can be located on our [Crisis Counseling & Stress Management page](#).

Community Counseling Services:

Boulder County Campus

Mental Health Partners 303-443-8500
24 Hour Emergency Psychiatric Service
Crisis Line & Crisis Additions Services
303-447-1665

Larimer Campus

Mountain Crest Behavioral Health Center
970-207-4800
Summit Stone Health Partners
970-494-4200

Westminster Campus

Community Reach Center
303-853-3500
Arapahoe House
303-657-3700
Colorado Crisis Services
844-493-8255

Brighton Center

Community Reach Center
303-853-3500
Colorado Crisis Services
844-493-8255
Pennock Center for Counseling
303-655-9065

Front Range Community College uses Maxient software which is a college-wide database to review all student code of conduct violations and sanctions. The software is used as one of the primary resources for managing student issues, providing intervention and crisis prevention. Most referrals are routed to the Deans of Student Affairs or Human Resources at which they facilitate communication to and from the student of concern. Managers of the Maxient software triage referrals and reported information as it comes in and investigate if necessary, to gather all information to prioritize and respond with appropriate resources. This could include referrals for behavior health concerns and/ or drug and alcohol treatments. All Title IX concerns go directly to the Title IX coordinator within the Human Resource Department.

Front Range Community College tracks any drug & alcohol-related violations of the Student Code of Conduct or college guidelines and fatalities that are reported to Deans of Student Affairs, Campus Safety & Preparedness, other campus officials (e.g. HR) and/or local law enforcement entities.

A complete list of drug and alcohol violations and sanctions can be obtained by contacting the Dean of Student Affairs on the Boulder Campus, Campus Safety & Preparedness or the Human Resources Department.

Recourses for Students and Employees:

Misuse of drugs and alcohol often come with legal, personal, and academic consequences. Front Range Community College encourages students and employees to utilize treatment services and referral resources to address alcohol and drug use. If a student or employee has questions, is in need of counseling, treatment, or rehabilitation programs, the college provides the following support services:

- The Front Range Community College [community resource link](#) contains a comprehensive list of alcohol, drug, domestic violence and legal advocacy services. This information is updated yearly by Human Resources and is published on the college website under the community resources page.
- Campus specific drug and alcohol resource and treatment links are located on the Front Range Community College [community resources page](#).
- [Good to Know Colorado](#) provides information regarding marijuana use in Colorado, the law in Colorado, marijuana health effects as well as drug prevention. A link is located on the Front Range Community College [community resources page](#).
- [Tri-County Health Department](#) provides marijuana fact sheets. The sight provides information on marijuana health effects including second-hand marijuana smoke, information for parents, teens and youth, marijuana information for pregnant and nursing mothers and driving while under the influence of marijuana. A link is located on the Front Range Community College [community resources page](#).
- [The Colorado Department of Public Health and Environment](#) website provides a FAQ regarding the effects of marijuana use. A link is located on the Front Range Community College [community resources page](#).
- **Family Medical Leave:** Employees afflicted by substance dependence may be eligible for leave under the Family and Medical Leave Act and should consult with the Human Resources Department for more information regarding these benefits.
- **Short-Term Disability Insurance:** Employees may be eligible to receive short-term disability insurance benefits if they are unable to work during a period of substance abuse treatment and should consult with the Human Resources Department for more information regarding these benefits.
- **C-SEAP is a program the State of Colorado offers its employees.** The state provides free confidential counseling and consulting services. Licensed counselors or psychologists will provide state employees free screenings and referrals for substance abuse treatment.

Policies Addressing AOD Use and Abuse

The State Board for Community Colleges and Occupational Education (SBCCOE) establishes policy for Front Range Community College and other community colleges within its system. The Colorado Community College System is governed by a nine-member State Board under the State Statute 23-60-201: "There is hereby established a state system of community and technical colleges which shall be under the management and jurisdiction of the state board for community colleges and occupational education. The policies, known as Board Policy (BP) set the parameters in which each college is required to operate.

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION Drug Free Workplace (BP 3-24)

APPROVED:	February 9, 1989
EFFECTIVE:	February 9, 1989
REPEALED:	September 14, 2000
READOPTED:	August 25, 2001
REFERENCES:	Drug-Free Workplace Act of 1988, 102, Stat. 4304
ISSUED BY:	Joe D. May, System President

Policy Statement

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the workplace.

Scope

This policy applies to all employees at the eleven state system community colleges and on the System central staff.

Sanctions

Observance of this policy is a condition of employment and violation of such will subject the employee to appropriate disciplinary action which may include termination.

Reporting of Convictions

Pursuant to law, any employee who is convicted under any criminal drug statute for a violation occurring in the workplace must notify the college/System president of such no later than five days after the conviction. The college/System president must notify any federal contracting agency under which the employee works within ten days after receiving notice of such conviction. Employees who work under a federal contract must be provided with a copy of this policy statement.

Drug-Free Awareness Program

The colleges and central office shall establish a drug-free awareness program which will inform all employees about this policy. The program will also inform employees about the dangers of drug abuse and about available drug counseling, rehabilitation, and employee assistance programs.

Procedures:

The System president shall promulgate any procedures which may be necessary to implement this policy.

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION Drug Free Schools (BP 19-30)

APPROVED: July 12, 1990

EFFECTIVE: October 1, 1990

REPEALED: September 14, 2000

READOPTED: August 25, 2001

REVISED: February 11, 2015

REFERENCES: Drug Free Schools and Communities Amendments of 1989 (PL 101-226)

ISSUED BY: Richard E. Martinez Jr.

Policy Statement

It is the policy of the Board to maintain compliance with the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, (the "Act"). The Act requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education ("IHE"), state educational agency ("SEA"), or local educational agency ("LEA") 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. This includes providing an annual notice to all students and employees and a biennial review of college drug and alcohol prevention programs.

In compliance with the federal Drug Free Schools and Communities Act, the Colorado Community College System prohibits the unlawful manufacture, dispensation, possession, use, or distribution of a controlled substance (illicit drugs and alcohol) of any kind and in any amount. These prohibitions cover any individual's actions that are part of any college activities, including those occurring while on college property or in the conduct of college business away from the campus.

Scope

This policy applies to the state system community colleges.

Sanctions

Failure to comply with the law may result in the loss of all federal funds.

Procedures

The System president shall promulgate any procedures which may be necessary to implement this.

Front Range Community College Substance Abuse Policy

The State Board for Community Colleges and Occupational Education (SBCCOE) establishes policy for Front Range Community College and other community colleges within its system. Front Range Community College acknowledges the problem of substance abuse in our society and perceives this problem as a serious threat to employees and students. It is the intent of the college to establish and maintain a drug-free work place. It is the college's further intent to comply in every respect with the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226) as presently constituted, to be amended in the future.

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 is illegal.

Front Range Community College condemns the possession, use or distribution of illicit drugs and the abuse of alcohol and drugs, whether prescriptive or non-prescriptive. Any student or employee found to be in the possession of, using, selling, trading, or offering for sale, illicit drugs or alcohol on the College's property or as part of the College's activities, will be subject to disciplinary action as well as applicable local, state and federal laws. These penalties range in severity from a fine of up to \$100 up to \$8 million and/or life imprisonment. The exact penalty assessed depends upon the nature and severity of the individual offense. Federal and state laws govern the use and possession of controlled substances.

All Front Range Community College, campuses have been designated "Drug free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, consumption, or furnishing of alcohol and the possession, sale, manufacture or distribution of any controlled substance is illegal under local, state and federal laws, this includes marijuana. Such laws are strictly enforced by the local law enforcement agency having jurisdiction on the campus in cooperation with Campus Security Department. Drug and alcohol violations are prohibited under the [CCCS Student Code of Conduct](#).

Students who violate the CCCS Student Code of Conduct will be subject to college [disciplinary procedures](#) ([CCCS SP 4-30 Student Disciplinary Procedure](#)). Sanctions include but are not limited to warnings, probation, suspension or expulsion from the college, termination of employment and referral to authorities for prosecution, as appropriate.

Excerpts from Colorado Revised Statute (CRS) 18-18-405:

Except as specifically authorized under Colorado law, it is unlawful for any person knowingly to manufacture, dispense, sell, or distribute, or to possess with intent to manufacture, dispense, sell, or distribute, a controlled substance; or induce, attempt to induce, or conspire with one or more other persons, to manufacture, dispense, sell, distribute, or possess with intent to manufacture, dispense, sell, or distribute, a controlled substance; or possess one or more chemicals or supplies or equipment with intent to manufacture a controlled substance. Except as is otherwise provided for offenses concerning marijuana and marijuana concentrate in and for offenses involving minors, any person who violates the foregoing prohibition commits a Felony Offense. All drug possession charges and penalties are classified by schedule, except for Marijuana possession.

Although possession and use of marijuana in limited quantities is consistent with the requirements of the Colorado Constitution and 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.

This prohibition applies even if the Colorado Department of Public Health and Environment (CDPHE) has issued a Medical Marijuana Registry identification card to an individual, permitting that individual to possess a limited amount of marijuana for medicinal purposes. Those with medical marijuana cards are not permitted to use medical marijuana on campus.

The complete text of the college's substance abuse policy including drug and alcohol abuse education programs and resources can be found in the [student handbook and planner](#) or can be obtained from the Human Resources

Department. The college and the State of Colorado have substance abuse programs and counseling services available through the campus Human Resources Department or through the Colorado State Employees Assistance Program.

For a list of Federal Charges\Potential sentencing visit the [Drug Enforcement Administration](#) website.

Front Range Community College 2.14: Drug & Alcohol Abuse Prevention Program

Category: Human Resources 10/27/2014

Legal or Other Authority: BP 3-24; SP 3-24; BP19-30, SP 19-30

Front Range Community College is a state system community college governed by the State Board for Community Colleges and Occupational Education (“Board”). The Board policy requires the College to comply with the Drug Free Schools and Communities Amendments of 1989 (PL 101-226 in federal law). The College has adopted the following Drug and Alcohol Abuse Prevention Program and applies to all employees at Front Range Community College.

Standard of Conduct

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

Legal Sanctions for Violation of the Standards of Conduct

Employee who is convicted of the unlawful manufacture, distribution, dispensation, possession, use/abuse of illicit drugs or alcohol is subject to criminal penalties under local, state and federal law. These penalties range in severity from a fine of up to \$100 to life imprisonment and/or a fine of \$48,000.00. The exact penalty assessed depends upon the nature and severity of the individual offense.

Penalties which may be imposed by the College

Employees who violate the above standard of conduct will be subject to disciplinary action under employee disciplinary 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 Associated With Use of Illicit Drugs and Alcohol Abuse

Health risks associated with drug and alcohol abuse include, but are not limited to: malnutrition, brain damage, heart disease, and pancreatitis, cirrhosis of the liver, mental illness, death, low birth weight babies, and babies with drug addictions.

Available counseling, Treatment, Rehabilitation or Re-entry Programs

Information on available counseling, treatment, rehabilitation or re-entry programs is available at the Campus Security and Preparedness office on each campus, Deans of Students Offices, Human Resources, or the Colorado Department of Health.

Front Range Community College Employee State Boards of Conduct Regarding Drugs and Alcohol

Front Range Community College will take the steps necessary to ensure the existence of a drug-free environment for its employees. In compliance with the statutory requirements, Front Range Community College drug-free awareness program consists of the following elements:

- drug-free workplace guideline statement, as included in this guideline and procedure statement, and information about the penalties employees may suffer as the result of drug abuse violations occurring in the workplace;
- a listing of available drug counseling, rehabilitation, and employee assistance programs;
- information about the dangers of drug abuse in the workplace;
- employee acknowledgment form.

As a condition of employment, each employee agrees to:

- abide by the terms of this guideline statement;
- notify the college and/or system of any drug statute conviction for a violation occurring in the workplace no later than five calendar days after such conviction.

Any employee who is convicted of a violation of any criminal drug statute that occurred in the workplace is subject to:

- personnel actions up to and including termination of employment;
- satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by federal, state, or local health, law enforcement, or other appropriate agencies.

Front Range Community College Student Standard of Conduct Regarding Drugs and Alcohol

Students will not engage in the unauthorized or unlawful manufacture, distribution, dispensation, possession, or use/abuse of alcohol or illicit drugs on property owned or under the control of FRCC; or as a part of college activities wherever they may occur. Refer to the [student handbook and planner](#) for detailed discussions of:

- Legal sanctions
- Health risks
- FRCC sanctions
- Assistance resources for abusers of drugs or alcohol

Front Range Community College procedures are outlined in the [student handbook and planner](#) and are designed to afford certain procedural protections to any student alleged to have committed an infraction of the student conduct code warranting disciplinary action (see SS-4.3—Standards of Conduct). Such [discipline procedures](#) are separate from criminal proceeding, may be imposed for misconduct apart from academic performance, and is subject to the procedures described in the handbook.

The discussion includes:

- Definitions
- Immediate and temporary action
- Interim suspension
- Reporting infractions

Distribution of AOD Policies to Students, Faculty, and Staff

Employees receive policies on drug free workplace and drug free school when they first onboard at the institution. Policies are also distributed to employees through eWolf, the college website and through various awareness campaigns provided by the Campus Security Department and Human Resources. Subsequently, employee may also access these policies through the [CCCS website](#) as well as the college [intranet page](#), or by contacting the Human Resources Department.

All students, staff, faculty and part-time faculty receive e-mails about Front Range Community College AOD policies including links to information and resources. New students are informed about policies at new student orientation. Inclusion of the policy are in college sponsored publications including the college catalog, student handbook and other developed institutional pamphlets for students and staff. Information is also available on the Front Range Community College website. Students who are taking classes' off-campus, abroad, and or on-line, receive the policy via Blackboard Connect, their CCCS email, eWolf and in the college catalog and student handbook located on the Front Range Community College website.

Analysis of Efficiency of AOD Use and Abuse Efforts

Defining the learning outcomes for college-wide drug and alcohol programming and assessing the outcomes is challenging. Due to the nature of Front Range Community College 2-year commuter campuses, it is difficult to survey students and track the effectiveness of campus programming. While the population of 18-24 year olds is growing, Front Range Community College has a large adult population. Students often work full time and/or have family obligations outside of school and do not engage in campus activities. Therefore, participation in Drug and Alcohol programs on all campuses has been minimal.

Disseminating information about Drug and Alcohol abuse and counseling resources have appeared to have the most impact on students by passive display. However, effectiveness of passive displays are very difficult to assess. The Student Life Directors are continuing to review ways to effectively track how many students they are reaching regarding drug and alcohol programming and if the information that is being provided is helpful to the student population and is influencing behavior.

Front Range Community College continues to implement drug and alcohol programming by practicing a proactive approach to building relations with students, law enforcement and staff. The college continues to use multiple avenues for reporting incidents and for referrals to resources. This includes direct reports to Campus Security and Preparedness, Deans of Student Affairs, Campus Reporting Authorities as well as through the [Student of Concern link](#). However, preventative measures can be difficult to assess due to the collaborative efforts made by many offices on campus.

In October of 2014 the Student Life Office at the Westminster campus conducted a Health and Wellness survey. The purpose of the survey was to assess social norms for the Front Range Community College - Westminster Campus. The survey covered a variety of health and wellness related topics such as: alcohol, marijuana, tobacco, weight/fitness and stress. The survey project was conducted by representatives of the Front Range Community College - Westminster Campus and had approximately 80 students participate. Unfortunately, results and data regarding the survey could not be accessed due to the account no longer existing.

Conclusion:

While FRCC has completed some drug/alcohol programming, the opportunity still remains to develop better assessment and evaluation tools to effectively determine how impactful the programming is and to identify areas for additional review and improvement.

AOD Program and Policy Recommendations

The Front Range Community College Clery Committee had several recommendation which are outlined below:

- Continue to provide programs that focus specifically on alcohol and drug abuse addressing culture change.
- Provide programs that specifically address marijuana and prescription drug use.
- Include Front Range Community College centers in more activities related to drug and alcohol resources, distributions and campus wide campaigns.
- Collaborate with campus faculty and instructors to incorporate alcohol and drug abuse information by structuring academic assignments, when appropriate.
- Provide specific drug and alcohol trainings in Green Light or D2L for students/staff that are accessible throughout the year.
- Create a stand-alone webpage dedicated to Drug and Alcohol resources and information that contains community resources, the annual drug and alcohol reports and the biennial reports in one section and continue to update and monitor with the latest information for students/staff.
- Provide a more specific list of the names of programs/pamphlets regarding drug and alcohol programs being displayed and discriminated by the Student Life Offices on each campus to help assess their value and effect.
- Utilize college wide social media to provide resources and information pertaining to drugs and alcohol.
- Utilize more campus wide surveys to students and staff to consistently assess the college’s drug and alcohol programs from year to year and identify a specific location where results will be kept for review.

Individuals and Departments Participating In Biennial Review Process

Name	Title	Department
Amanda Clancy	Director of Student Life	Student Life
Gordon Goldsmith	Director; Clery Act Compliance Officer	Campus Security and Preparedness
Jim Bunt	Supervisor	Campus Security and Preparedness
Monica Kopcow	Student Information and Title IV Compliance Officer	Enrollment Management and Student Success
Robert Gregory	Director of Employee Relations	Human Resources
Ryan Hepburn	Campus Security Supervisor	Campus Security and Preparedness
William Donahue	Campus Security Supervisor	Campus Security and Preparedness
Carla Stein	Dean of Student Services	BCC Campus Student Services

Oversight and Secondary Review: Student Affairs Council

Name	Title	Department
Aaron Prestwich	Dean of Student Services	Westminster Campus Student Services
Carla Stein	Dean of Student Services	Boulder County Campus Student Services
Carolee Goldsmith	Financial Aid Director	Financial Aid
Chico Garcia	Director Online Student Success	Online Learning
Jana Schwartz, Ph.D.	Dean of Student Services	Larimer Campus Student Services
Kris Binard, Ph.D.	Associate VP of Enrollment and Student Services	Student and Academic Services
Yolanda Espinoza, M.Ed.	Registrar	Office of the Registrar & Publications



FRONT RANGE COMMUNITY COLLEGE

President's Review and Approval

The Front Range Community College 2016 Drug-Free Schools and Communities Act Biennial Review has been reviewed and approved for release and posting on the college website.

01/25/2017

Andrew Dorsey

Front Range Community College President

Date: