

2017-  
2019



# Alcohol Awareness Prevention Program

Biennial Review AY 2017-2018 and 2018-2019

## Presidential Review

Clackamas Community College (CCC) recognizes that the use of alcohol and drugs by students and employees on campus interferes with effective teaching and learning, and puts the safety, health, and well-being of our community members at risk. The College has a fundamental legal and ethical obligation to educate all CCC members about the health effects of substance use/abuse, maintain an alcohol/drug-free educational and work environment, and to provide programming and community resources to increase awareness about campus policies, procedures, and the impact of alcohol/drug use. As part of the Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA), CCC is required to certify that it has implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by CCC students and employees on its premises and as a part of any of its activities. These efforts are outlined as part of CCC's Drug and Alcohol Awareness Prevention Programming (DAAPP). CCC is committed to maintaining a drug- and alcohol-free institution to create a safe and healthful campus and work environment and to assist its students and employees who may have problems with drugs or alcohol.

I have verified that CCC is including all mandatory components as identified in EDGAR Part 86, Subpart B, Sec. 86.100:1) annually notifying each employee and student, in writing, of standards of conduct; a description of appropriate sanctions for violation of federal, state, and local law and campus policy, a description of health risks associated with alcohol and other drug use, and a description of available treatment programs, 2) has developed a sound method for distributing annual notification information to every student and staff member each year, and 3) has prepared a biennial report on the effectiveness of our Drug and Alcohol Abuse Prevention Program (DAAPP) and the consistency of sanction enforcement.

The report of the results of the biennial review are contained within this document. I have reviewed and approve of this report.



Tim Cook  
President

## Overview

As part of the DAAPP, the College provides for the campus community information related to alcohol and drug policies, procedures, and programming covering the following areas listed below.

- Policies and standards of conduct related to alcohol and drugs for students and employees;
- Student Handbook and Staff Handbook policies related to drug and alcohol use;
- Various resources available to students and employees regarding drug and alcohol abuse;
- Incident reports in Student Services (student) and Human Resources (employee) related to any possible infractions of the drug and alcohol policy;
- Local, state and federal mandates;
- Disciplinary and legal sanctions for students and employees in violation of relevant codes or policies;
- Descriptions of the health risks associated with alcohol abuse and illicit drug use; and
- Description of alcohol and drug programs that are available to all students and employees.

In addition, the institution reviews and assesses the effectiveness of the alcohol and drug prevention efforts (DAAPP) occurring on the campus on a biennial basis and provides recommendations to continuously improve future programmatic efforts, and seeks to ensure that violations of these policies are enforced consistently. The findings of this review are contained in this biennial report covering the 2017-2018 and 2018-2019 academic years.

## Report Preparation

This report is published on a bi-annual basis with a multi-disciplinary review team.

Representatives from the following CCC departments participated in the review and preparation of the biennial report:

- Enrollment and Student Services
- College Safety
- Human Resources
- Counseling
- Student Life and Leadership

The Associate Dean of Enrollment and Student Services has the responsibility to lead this bi-annual review and ensure that the report is distributed per the requirements in the Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA),

## Research Methods

The following research methods were used as part of the DAAPP biennial review:

- Qualitative assessment of survey response from participants in drug and alcohol programming activities.
- Interviews of administrators and student coordinators of drug and alcohol programming activities.
- Qualitative review of written policies, procedures, and educational materials of drug and alcohol programming.
- Quantitative evaluation of the number of drug and alcohol related incidents.

## Materials Reviewed

The following materials were reviewed as part of the DAAPP biennial review:

- CCC Board of Education policies
- Student Handbook
- Employee Handbook
- Student alcohol and drug programming materials
- Employee alcohol and drug programming materials
- CCC printed and electronic materials including the CCC Drug-Free Campus program information page, website, catalog, class schedule, and resource materials
- CCC annual security report
- Conduct Team statistics related to drug/alcohol related offenses/sanctions
- Human Resource case files

## Drug-free Campus Policies

- Board Policy GBEC: Drug Free Workplace
- Board Policy JGCH/JFCI-AR: Alcohol and Other Drugs

### Board Policy GBEC: Drug-Free Workplace

The College recognizes controlled substance abuse as illegal and interfering with effective teaching, work, and the development of a safe and healthy environment for learning. The College has a fundamental legal and ethical obligation to prevent controlled substance abuse and to maintain an alcohol/drug-free work and educational environment.

This policy applies to all members of the College (students, faculty, staff) while at the workplace, as that term is described below.

#### 1. Definitions

- a. "Workplace" shall mean the site for the performance of work done for the College in connection with a federal grant or contract, including any building premises used by the College, any College-owned vehicle (or any other College-approved vehicle used to transport students or fellow employees to and from work-related activities or to transport fellow employees to and from different work sites) and any off-College property used for any College-sponsored or College-approved activity, event or function.

- b. "Drugs" shall include any illegal drug, hallucinogenic drug, prescription drug (in the possession of an individual without a valid prescription), narcotic drug, amphetamine, barbiturate, marijuana or any other controlled substance (as the same is defined in ORS 475.005 or Schedules I through V under the Federal Controlled Substances Act, 21 U.S.C. Section 812).
- c. "Alcohol" shall include any form of alcohol for consumption, including beer, wine, wine coolers or distilled liquor.

## **2. College Policy**

- a. The College prohibits the unlawful manufacture, distribution, dispensation, possession or use of alcohol or illicit drugs in the workplace. Alcohol may be consumed on the campus only upon the written consent, obtained before usage, of the President.
- b. No College employee shall knowingly sell, market, or distribute steroid or performance-enhancing substances to College students with whom the employee has contact as part of the employee's College duties; or knowingly endorse or suggest the use of such drugs.

## **3. College Awareness Program**

The College shall provide notice at least annually through in-service or otherwise of the following:

- a. The dangers of alcohol/drug abuse in the workplace;
- b. The College's policy of maintaining an alcohol/drug-free workplace/College;
- c. Information on appropriate, available alcohol/drug counseling or assistance programs; and
- d. Notice of the penalties that may be imposed upon employees/students for alcohol or drug abuse violation in the workplace/College.

## **4. College Action**

- a. An employee who violates the terms of this policy shall, at his/her own expense, satisfactorily participate in a drug or alcohol abuse assistance or rehabilitation program approved by the President. If the employee fails to satisfactorily participate in such program, employment may be suspended, their contract non-renewed or they may be dismissed at the discretion of the President, which shall base its decision on the risk to the health or welfare of students or staff posed by the employee or on the probability of recurrence of the employee's violation of the policy in the future.
- b. Any student who violates the terms of this policy shall be subject to such disciplinary actions as the President determines is appropriate.

## **5. Federal Drug-Free Workplace Act of 1988**

- a. No employee engaged in work in connection with a direct federal grant or contract of \$100,000 or more shall unlawfully manufacture, distribute, dispense, possess, or use any drug or alcohol on or in the workplace.
- b. Each employee who is engaged in work related to a direct federal grant or contract of \$100,000 or more shall notify their supervisor of their conviction of any criminal drug statute based on conduct occurring in the workplace, as defined above, no later than five days after such conviction.
- c. The College shall notify the federal granting agency within 10 days after receiving notice of an employee's conviction on any criminal drug violation occurring in the workplace.

## 6. Good Faith Effort

The College shall make a good faith effort to maintain an alcohol/drug-free workplace through implementation of this policy.

END OF POLICY

## Board Policy JGCH/JFCI-AR: Alcohol and Other Drugs

In compliance with Public Law 101-226, the Drug-Free Schools and Community Act Amendments of 1989, the following have been compiled for the College:

Prohibition of Narcotics, Intoxicants, and Use of Tobacco Products

1. At no time will any person:
  - a. Bring alcohol or illegal drugs onto College property;
  - b. Illegally distribute alcohol or other drugs at a College-sponsored event/program on or off campus;
  - c. Attend a College-sponsored event/program on or off campus under the influence of illegal drugs or visibly impaired by alcohol;
  - d. Smoke tobacco products in locations other than designated outdoor smoking areas;  
or
  - e. Use non-smoke tobacco products.
2. Exceptions
  - a. Alcoholic beverages and other drugs may be used only for instructional purposes, related course or lab work, approved instructional demonstrations, or as prescribed by a licensed physician.
  - b. Alcoholic beverages may be served at special events sponsored by the College Foundation where the target audience is not primarily students and with prior approval of the President and notification of the Board. The servicing of alcoholic beverages will be managed and handled by a licensed food service contractor.
3. Student Educational Programs

The College will provide classes that include alcohol and other drug information. Program/special events may be sponsored by Associated Student Government or instructional/student services departments.
4. Staff Assistance and/or Referral Programs

The College recognizes the need to support and assist staff whose work is affected by alcohol and other drug use. The Human Resources Office will serve as the resource for staff who seek assistance/referral.

END OF ADMINISTRATIVE REGULATION

## Distribution of Policies

The College has posted drug and alcohol prevention programming information on the consumer information webpage, which contains information about related alcohol and drug policies, abuse prevention programming, warnings of substance abuse and health risks, disciplinary and legal sanctions, and student and employee assistance programs. CCC distributes information pertaining to the Drug and Alcohol Prevention Program (DAAPP) through the following actions:

- Email notification of the Drug and Alcohol Prevention Program web links and biennial report is sent to students and employees annually starting in fall of 2019;
- Employees are required to complete the alcohol and drug safety training module on an annual basis; and
- Drug and Alcohol Prevention Program materials are Included as part of the CCC Annual Security Report, which is distributed to all students and staff via email annually and is posted on the College’s website at: <https://www.clackamas.edu/campus-life/college-safety>.

## College Policy/Standards of Conduct

The College prohibits the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances and alcohol by employees, students, and visitors on College premises or as part of any College activity. Areas where the use is prohibited include: student campus activities, classrooms, school parking lots, roadways, leisure activity areas, and all offices or work areas considered college property.

## Student Rights and Responsibilities

Clackamas Community College is an alcohol- and drug-free campus. The unlawful possession, use or distribution of illicit drugs and alcohol is prohibited on the College campus, in all College facilities, or as part of any College-sponsored activity. Violators of this policy will be prosecuted to the full extent of the state and federal law and, in addition, there are specific consequences for employees and for students, which are stated in the Student Handbook. Student Code of Conduct policy section IV.B.5 explicitly states that the use, possession, or distribution of prohibited substances like alcohol, marijuana, and illegal drugs on college-owned or controlled property or at college sponsored or supervised functions or at functions where the student is a representative of the college are prohibited. All students are expected to comply with the student conduct guidelines and adjudication of allegations of misconduct by students will occur expediently by the Conduct Team and may consist of educational sanctions including but not limited to suspension and expulsion. The full student code of conduct and discipline policy is located in the annual Student Handbook and on the CCC website. Copies are available from the Enrollment and Student Services Division.

## Workplace Policy

In compliance with federal regulations, Clackamas Community College has taken steps to ensure a drug-free workplace. Any employee convicted of a violation occurring in the workplace, under any criminal drug statute violation, will be subject to disciplinary action. Employees convicted of any criminal drug statute violation occurring in the workplace must notify the employer no later than five days after the conviction. Those employees who wish to seek help for drug- or alcohol-related problems are encouraged to coordinate benefits through the Human Resources Office or

may seek referral assistance through their supervisor. Reference the Drug-Free Workplace Policy GBEC document for more information.

## Annual Security Report

CCC's College Safety Department is committed to providing the College with a safe environment for teaching, learning, and working. The Federal Crime Awareness and Campus Security Act of 11/10 (U.S. Public Law 101-542) requires all colleges and universities make available statistics of crimes, which is conducted through appropriate publications, on an annual basis. We urge members of CCC to use this report as a guide for safe practices on and off campus. The Department of College Safety sends an email to every enrolled student and current employee on an annual basis to notify them of the availability of the report. Availability of the report is also noted on the College's Consumer Information, Employment, and College Safety webpages. The notices include a brief summary of the contents of the report and the web address where the Annual Security Report can be found. You may request a copy of the report be mailed to you by calling 503-594-1698. The report is available online at [www.clackamas.edu/campus-life/college-safety](http://www.clackamas.edu/campus-life/college-safety). A copy of the report can also be obtained from the Department of College Safety located at 19600 Molalla Ave., Barlow Hall, Room 236, Oregon City, OR, 97045.

The Higher Education Opportunity Act of 2008 (HEOA) also requires that colleges and universities publish certain information on their websites for all potential and enrolled students and employees.

We are committed to assisting all members of the CCC community in providing for their own safety and security. Each year the college updates its security report, which discloses the procedures, practices, and programs CCC uses to keep students and employees safe and its facilities secure.

All members of the college community are required to notify College Safety of any situation or incident on our campuses that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus.

## Disciplinary Sanctions

### College Sanctions

The College response to alcohol abuse and illegal drug activity by employees or students is on a case-by-case basis. Details of each case are taken into consideration along with the outcome of any legal action against the individual. In addition to any penalties under federal and state law, employees and students found to be in violation of this policy may be subject to disciplinary sanctions consistent with the [CCC Student Handbook](#) or the [CCC Employee Handbook](#), and provisions of federal, state, and local laws. Sanctions imposed by the College can range from a warning or disciplinary action up to and including termination of employment or expulsion from



school. Other potential sanctions may include referral for prosecution and may require participation in an approved drug and/or alcohol abuse assistance or rehabilitation program. Additionally, the law requires the College to report to a federal agency any employee convicted of violating a criminal drug statute if the employee is involved in work supported by that federal agency.

### Examples of State and Federal Drug and Alcohol Sanctions

<p><b>State of Oregon Laws and Sanctions</b></p>	<p><i>Alcohol</i></p>	<p><b>Minor in Possession:</b> Any attempt to purchase or be in possession of alcohol by a person under 21 years is a class B violation. Penalties set forth in ORS 471.430 <a href="https://www.oregonlaws.org/ors/471.430">https://www.oregonlaws.org/ors/471.430</a></p> <p>For the purposes of the Oregon Driving Under the Influence of Intoxicants statutes, for a person under 21 years of age, any amount of alcohol in the blood constitutes being under the influence of intoxicating liquor (class A misdemeanor).</p>
	<p><i>Marijuana</i></p>	<p><b>Note:</b> Due to changes in state laws regarding Marijuana, this information is currently under review and will be updated upon confirmation of updated information.</p> <p><b>Delivery for consideration</b> (selling, dealing, or bartering): Class B felony  <b>Delivery not for consideration</b> (less than one ounce): Class A misdemeanor  <b>Delivery not for consideration</b> (less than 5 grams): Violation  <b>Unlawful possession</b> (less than one ounce): Violation  <b>Unlawful possession</b> (more than one ounce): Class B felony</p>
	<p><i>Controlled Substances</i></p>	<p>In Oregon, penalties for possession and distribution are determined by the Controlled Substance Schedule on which the drug appears. Examples from the drug schedules appear below. (Note: Most drugs appear on the same federal and state schedule).</p> <p><b>Schedule I:</b> Heroin, LSD, Ecstasy, Peyote, Mescaline, Psilocybin  Manufacture or distribution: Class B felony  Unlawful possession: Class A felony</p>

		<p><b>Schedule II:</b> Opium, Cocaine, Methamphetamine, Amphetamine, PCP  Manufacture or Distribution: Class B felony  Unlawful possession: Class C felony</p> <p><b>Schedule III:</b> Depressants, Vicodin, Anabolic Steroids, Codeine, Testosterone  Manufacture or distribution: Class C felony  Unlawful possession: Class A misdemeanor</p> <p><b>Schedule IV:</b> Valium, Xanax, Phenobarbital  Manufacture or distribution: Class B felony  Unlawful possession: Class C misdemeanor</p> <p><b>Schedule V:</b> Other less dangerous prescription drugs/small amounts of some drugs  Manufacture or distribution: Class C misdemeanor  Unlawful possession: Violation</p>
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For more information on State Laws and Sanctions, refer directly to Oregon ORSPDF475.752 – 475.935: [https://www.oregonlegislature.gov/bills\\_laws/ors/ors475.html](https://www.oregonlegislature.gov/bills_laws/ors/ors475.html)

<p><b>Federal Laws and Sanctions</b></p>	<p><i>Controlled Substances</i></p>	<p>The federal system establishes sanctions for possession and distribution of a controlled substance, based on the schedule of the drug and the amount involved. In addition, the statutory sanctions for possession and distribution are subject to the “Sentencing Guidelines for U.S. Courts.” Imposition of the guidelines may lead to higher offense levels and, thus, stricter penalties than otherwise indicated. Courts must make adjustments in the offense level for victim-related considerations, the defendant’s role in the offense, multiple counts, obstruction, and acceptance of responsibility, Finally, the guidelines establish sentences for each offense based on the defendant’s criminal history. Federal penal sanctions range from manufacture, distribution, or trafficking of large amounts of heroin, cocaine, PCP, methamphetamine, Schedule I and II hallucinogens, marijuana, hashish, or any of their derivatives (30 years to life, regardless of the defendant’s criminal history) to possession of any Schedule III-V drug if the defendant has the lowest level of criminal history (0-4 months).</p>
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		Further, if serious injury or death results from the crime, minimums of up to 10 years (serious injury) and 20 years (death) plus a fine of up to \$4 million may be added. These penalties may be doubled for defendants with past felony drug convictions. Finally, penal sanctions in the federal system are “real time” with reductions in sentences only for good behavior.
For a more detailed list of federal offenses and sanctions, visit <a href="https://www.deadiversion.usdoj.gov/21cfr/21usc/index.html">https://www.deadiversion.usdoj.gov/21cfr/21usc/index.html</a> , Part D: Offenses and Penalties.		

## Health Risks

Substance abuse may result in a wide array of serious health and behavioral problems. Alcohol and drugs are toxic to the human body. In addition to the problem of toxicity, contaminant poisonings often occur with illegal drug use. HIV infection with intravenous drug use is a prevalent hazard. Acute health problems may include heart attack, stroke, and sudden death, which can occur for first-time cocaine users. Long-lasting effects caused by drug and alcohol abuse can cause problems such as disruption of normal heart rhythm, high blood pressure, leaks of blood vessels in the brain, bleeding and destruction of brain cells, possible memory loss, infertility, impotency, immune system impairment, kidney failure, cirrhosis of the liver, and pulmonary damage. Drug use during pregnancy may result in fetal damage and birth defects causing hyperactivity, neurological abnormalities, and developmental difficulties.

Additional health risks can include:

<b>Alcohol</b>	Toxic psychosis, physical dependence, neurological and liver damage, fetal alcohol syndrome, impaired judgment
<b>Amphetamines and Methamphetamines:</b> (Adderall) uppers, speed, crank	Loss of appetite, delusions, hallucinations, heart problems, hypertension, irritability, insomnia, toxic psychosis, rebound depression
<b>Barbiturates:</b> barbs, bluebirds, blues	Severe withdrawal symptoms, possible convulsions, toxic psychosis, depression, physical dependence, impaired judgment

<p><b>Benzodiazepines:</b> (Valium, Xanax, Ativan, Dalmane, Rohypnol) benzos, downers, sleepers, tranqs, roofies</p>	<p>Impaired judgment, sedation, panic reaction, seizures, psychological dependence, physical dependence</p>
<p><b>Cocaine:</b> freebase, coke</p>	<p>Loss of appetite, depression, weight loss, seizure, heart attack, stroke, hypertension, psychosis, chronic cough, nasal passage injury, hallucinations</p>
<p><b>Codeine</b></p>	<p>Physical dependence, constipation, loss of appetite, lethargy, respiratory depression</p>
<p><b>Heroin:</b> H, junk, smack</p>	<p>Physical dependence, constipation, loss of appetite, lethargy, respiratory depression</p>
<p><b>Inhalants:</b> ames, gas, laughing gas, poppers, snappers</p>	<p>Psychological dependence, psychotic reactions, confusion, frozen airway, sudden death</p>
<p><b>LSD:</b> acid</p>	<p>Intensify existing psychosis, panic reactions, interferes with psychological adjustment and social functioning, insomnia, flashbacks</p>
<p><b>MDA, MDMA, MOMA:</b> ecstasy, xtc</p>	<p>Sleeplessness, nausea, confusion, increased blood pressure, sweating, paranoia</p>
<p><b>Marijuana:</b> (THC, cannabis) pot, grass, dope, weed, joints</p>	<p>Bronchitis, conjunctivitis, mood swings, paranoia, lethargy, impaired concentration</p>

<b>Mescaline:</b> (peyote cactus) mesc, peyote	Intensify existing psychosis, hallucinations at high dose
<b>Methaqualone:</b> ludes	Coma, convulsions
<b>Morphine:</b> M, morf	Physical dependence, constipation, loss of appetite, lethargy
<b>PCP:</b> crystal, tea, angel dust	Psychotic behavior, violent acts, psychosis, hallucinations at high dose
<b>Psilocybin:</b> magic mushrooms, shrooms	Intensify existing psychosis
<b>Steroids:</b> roids, juice	Cholesterol imbalance, acne, baldness, anger management problems, masculinization of women, breast enlargement in men, premature fusion of long bones preventing attainment of normal height, atrophy of reproductive organs, impotence, reduced fertility, stroke, hypertension, congestive heart failure, liver damage, depression
<p>For more information on the effects of specific substances, visit:  <a href="https://www.dea.gov/druginfo/factsheets.shtml">https://www.dea.gov/druginfo/factsheets.shtml</a> and/or <a href="https://www.samhsa.gov/atod">https://www.samhsa.gov/atod</a></p>	

**Incident Reports**

As part of the biennial review, data related to student and employee reports of alcohol and drug violations were reviewed with the following statistics for the 2017-2018 and 2018-2019 academic years.

Student Incident Reports – Alcohol		
Academic Year	Number of Offenses (including policy and criminal violations)	Sanctions/Outcomes

2017-2018	0	None
2018-2019	0	None
<b>Student Incident Reports – Drugs</b>		
Academic Year	Number of Offenses (including policy and criminal violations)	Sanctions/Outcomes
2017-2018	0	None
2018-2019	0	None
<b>Human Resources Incidents for Employees</b>		
Academic Year	Number of Offenses (including policy and criminal violations)	Sanctions/Outcomes
2017-2018	0	None
2018-2019	0	None

## Programs, Services and Other Resources

### Alcohol-education activities

The Associated Student Government (ASG) has been providing annual Alcohol Awareness programming since 2001 for CCC. Specific titles, focus, and format has changed and evolved over time. These events have often involved food or T-shirt giveaways to attract large numbers of student participants, and the giveaways have been accompanied with educational messaging and programming.

For many of these years, ASG has partnered with Oregon Impact (<http://oregonimpact.org/>) to deliver this programming. This has usually included a crashed car on campus with a story of the victim(s) and the impact that driving under the influence had on the crash. Additionally, Oregon Impact helps to arrange a day (sometimes multiple days) of engaging and educational activities. Some of this year’s activities included:

- AMR giving lessons in CPR

- Trivia games informing students of what is actually in different drinks
- Several games with goggles to simulate the difficulty/danger of driving under the influence of alcohol as well as marijuana
- Interacting with survivors or family members of victims of drunk driving
- A before-after assessment about basic knowledge regarding impaired/distracted driving

Recently, the programming has been altered to include distracted driving (texting, etc.) in addition to the use of alcohol and other drugs. Health and Physical Education (HPE) classes on topics like “The Body and Alcohol” and “The Body and Drugs” and gives extra credit to students who attend these events and submit a reflection paper. Those papers are sent to ASG for its records and evaluation process. Program evaluation takes place after the event in two forms: the chair of the event submits the ASG evaluation document that is used for all ASG events, and the program is discussed at the ASG meeting following the event.

### Counseling

Free mental health and wellness counseling are provided to students seeking assistance including referrals and support for substance use/abuse. CCC counseling services include:

- Personal counseling (individual and couples)
- Crisis support
- Resources and referrals
- Career counseling
- Help with academic concerns like procrastination, time management, and difficulties in classes

### ADDICTION SUPPORT GROUP at CCC

SMART Recovery is an anonymous self-help group for those who identify as having an addiction. SMART stands for Self-Management And Recovery Training. The CCC SMART Recovery group is open to anyone who would like to learn tools for dealing with addiction and, in general, offers good coping skills and training that would benefit most people. All are welcome.

### CARE Team

CARE Team (Coordinates, Assesses, Responds, and Engages): The CARE team is a multidisciplinary group of faculty, staff, and administrators who work with students who may be experiencing difficulty or distress or who are disruptive to the educational environment of CCC. The CARE Team coordinates the appropriate response and resources necessary to support referred students, including counseling services, behavior and safety interventions, food, and housing support as needed. The CARE Team meets weekly and works to proactively resolve any issues, barriers, or concerns regarding students who are identified by faculty, staff, and administrators. The Associate Dean of Enrollment and Student Services is the chairperson for the CARE Team. Questions about the team can be submitted to Jennifer Anderson, [jennifer.anderson@clackamas.edu](mailto:jennifer.anderson@clackamas.edu).

## Conduct Team

Conduct Team: Student conduct is monitored and maintained at CCC by the Conduct Team. The Conduct Team is comprised of the Associate Dean of Enrollment and Student Services (AFaC), the Associate Dean of Arts and Sciences (A&S), and the Associate Dean of Technology, Applied Sciences and Public Service (TAPS). Each Associate Dean or their designee serves as the conduct officer for students in their division and is responsible for investigating potential code of conduct violations as needed. The Associate Dean coordinates with the Conduct Team as appropriate to adjudicate violations of the Student Code of Conduct. Questions about the conduct process can be directed to any of the Associate Deans in the divisions identified above.

## Human Resources Office

The College is interested in the continued good health and personal well-being of its students and employees and recognizes that individuals suffering from alcohol or drug dependence can be treated. Employees may contact the Human Resources Office at 503-594-3300 for resources and employee assistance. Any such contact will be kept in strict confidence except insofar as may be required by CCC policy or law. In addition, employees may be entitled to apply for a Family Medical Leave under the Family Medical Leave Act so they may address a substance abuse problem prior to it impacting their ability to do their job.

## Employee Assistance Program

Employees may seek assistance directly through the College's Employee Assistance Program (EAP), consulting with a trusted supervisor, union representative and/or through their medical insurance plans, whichever is applicable according to the employee's status. Requests for assistance are encouraged and will not be considered alone as grounds for dismissal. Such requests will not, however, excuse violation of this policy or other conduct related to drug or alcohol abuse.

## Other Resources

Local Resources	Phone	Website
Employee only: Reliant Behavioral Health (EAP)	866-750-1327	<a href="https://ibhsolutions.com/">https://ibhsolutions.com/</a>
Sunnyside Health Center	503-655-8471	<a href="https://clackamasnewdev.prod.acquia-sites.com/healthcenters/sunnyside.html">https://clackamasnewdev.prod.acquia-sites.com/healthcenters/sunnyside.html</a>



Hilltop Behavioral Health Center	503-655-8401	<a href="https://www.clackamas.us/healthcenters/hilltop.html">https://www.clackamas.us/healthcenters/hilltop.html</a>
Clackamas County Behavioral Health	503-655-8585	<a href="https://www.clackamas.us/behavioralhealth/alcohol.html">https://www.clackamas.us/behavioralhealth/alcohol.html</a>

National Resources/Hotlines/Websites	Phone	Website
Alcoholics Anonymous	800-999-9210	<a href="https://www.aa.org/">https://www.aa.org/</a>
Cocaine Anonymous	503-256-1666	<a href="http://www.caorwa.org">www.caorwa.org</a>
Crystal Meth Anonymous		<a href="http://www.crystalmeth.org">www.crystalmeth.org</a>
Marijuana Anonymous		<a href="http://www.marijuana-anonymous.org">www.marijuana-anonymous.org</a>
Narcotics Anonymous		<a href="http://www.na.org">www.na.org</a>
National Drug Helpline	1-844-289-0879	<a href="http://drughelpline.org/">http://drughelpline.org/</a>
24-Hour Addiction Treatment Hotline	877-340-0184	
Al Anon and Alateen:	888-425-2666	<a href="http://www.oregonal-anon.org/">http://www.oregonal-anon.org/</a>

Substance Abuse and Mental Health Services Administration (SAMHSA)	800-662-HELP (4357)	<a href="https://www.findtreatment.samhsa.gov/">https://www.findtreatment.samhsa.gov/</a>
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**DAAPP Review and Effectiveness**

Clackamas Community College takes a multidisciplinary approach with alcohol and drug awareness and prevention efforts for students and employees, including outlining prohibited conduct and relevant sanctions in student and employee policies, codes of conduct, and handbooks. The biennial review team found that the college has two specific policies in place clearly outlining proscribed behavior related to alcohol and drug use on campus by students and employees. The materials are made available in both the student and employee handbooks, are included in both student and employee orientation and handbook materials, and are available year round on the CCC website. These materials include the sanctions that the college will impose for violations of these standards along with resources that describe the health risks associated with the illicit use and abuse of alcohol and drugs. This information includes a number of local and national resources where students and employees can receive assistance with alcohol and drug use issues. Educational programming for students are led by the Associated Student Government (ASG) and provide specific alcohol and drug awareness and prevention programming for students on an annual basis. The CCC Counseling Office also provides support and referrals for students who need assistance with alcohol and drug use and the Counseling Office supports the meetings for SMART Recovery. Human Resources makes the Employee Assistance Program (EAP) information available for employees as part of new employee orientation and on their webpages. Human Resources also requires employees to complete an alcohol and drug awareness module on a biennial basis. Starting in fall 2019, DAAPP disclosures are provided annually to students and employees via email as part of the annual security report notification.

**Effectiveness of the DAAPP**

The biennial review team noted that there were no violations of alcohol or drug use by students or employees in the last two-year review period, which include both school policy and state and federal violations and no sanctions were given. These statistics may indicate that current DAAPP activities are working well. However, as part of the review, the team noted specific areas where more assessment is needed to assist in the overall evaluation of the effectiveness of current practices along with other recommendations to improve service offerings. The recommendations listed below highlight areas where future efforts are needed.

Going forward the biennial review team identified the following recommendations to be considered for inclusion in future DAAPP efforts:

- Establish a standing cross-functional committee with members of Associated Student Government, Student Life and Leadership, and Human Resources and the members of the biennial review team to plan and implement integrated drug and alcohol prevention programming across units for both students and employees.
- Collaborate with ASG and Human Resources to track the number of participants in alcohol and drug awareness and prevention efforts and seek to increase the number of participants in identified activities as appropriate.
- Review DAAPP requirements with the multidisciplinary team on an annual basis to ensure requirements are being met.
- Provide more information about the health effects, policies, and regulations related to the use of smoking and marijuana use to students and employees.
- Update Board Policy GBEC to include the state and federal legal sanctions for unlawful possession, use, or distribution of illicit drugs and alcohol.
- Update the Administrative Regulation JGCH/JFCI-AR to indicate that the biennial report will be conducted in a timely manner and will be fully documented and distributed as required.
- Incorporate DAAPP information into required online orientation materials for both students and employees and increase trainings to help individuals know where to report incidents of drug or alcohol related behavior.

Printed copies of this report will be provided by request. Requests can be sent to [campussafety@clackamas.edu](mailto:campussafety@clackamas.edu). The next biennial review and report is due before September 30, 2021.