

**DRUG-FREE SCHOOLS AND CAMPUSES
BIENNIAL REPORT
LEWIS-CLARK STATE COLLEGE
DECEMBER 2008**

Introduction

To comply with the Education Department General Administrative Regulations (EDGAR) Part 86, Lewis-Clark State College staff have prepared this report to review the college's "alcohol and other drugs" (AOD) prevention program for students, faculty, and staff. Specific attention was given to the college's methods for distributing information to students and employees about the prevention program as well as assignment of responsibility for assessing the program. This biennial report contains the following:

- Descriptions of the elements of the AOD program
- AOD program goals and assessment of goal achievement
- Summaries of AOD program strengths and weaknesses
- Procedures for distributing annual AOD notification to students and employees
- Copies of the policies distributed to students and employees
- Recommendations for revising the AOD program

Lewis-Clark State College's AOD Program

The college's AOD prevention program consists of proactive educational programming as well as counseling/assistance services. Proactive educational programming includes training programs for key personnel on campus including staff in the residence halls and student orientation assistants. The training itself consists of making personnel aware of counseling services available to those with substance abuse problems (or those suspected of having a problem), basic information on identifying the behaviors of people who may be abusing alcohol or drugs, proper steps in making an intervention, and awareness of alternatives to social drinking and/or drug use.

Staff, in turn, provide information to students, faculty, and other staff. Faculty and staff members are provided a new employee orientation to the campus via the Office of Human Resource Services. During that orientation, they are made aware of the college's policies about drug and alcohol use. They are also informed of the Mental Health, Substance Abuse, and Employee Assistance Program made available to college employees and they are given a 24-hour hotline that they can call at any time if they need help. Similarly, all new students are required to attend an orientation program during which they are informed of the college's policies related to drug and alcohol use, the potential consequences of violating those policies, and the counseling services available to students specifically for substance abuse issues. All services and policies are posted on the college's web site (www.lcsc.edu/humanresources/insurance.htm#mental%20health, www.bpahealth.com linked from the college's Human Resources web site, and www.lcsc.edu/osl/counseling.htm).

The college is also proactive in preventing substance abuse by providing a robust campus life for students. Such programming, which includes intramural sports and student clubs, is

marketed aggressively to the student population. The strategy in offering a wide menu of student activities is to promote student engagement and provide alternatives to more destructive behavior including drug and alcohol use or abuse.

Student referrals to drug and alcohol counseling services are made by members of the campus community including residence hall staff, campus security, faculty, and fellow students. Referrals can be both informal and formal. When referrals are made via the latter, they are generally a part of a student judicial process. In either case, students who are allegedly abusing drugs and/or alcohol are most often required to submit to a formal substance abuse screening and therein participate in a minimum of two sessions of Brief Alcohol Screening and Intervention for College Students (BASICS). Appropriate sanctions, as published in the college's Student Code of Conduct, for policy violation range from written warnings to suspension from the institution. In some cases, local law enforcement is also brought in to investigate possible criminal charges against alleged substance abusers.

Lewis-Clark State College is a member of the Idaho College Health Coalition (IHC), which consists of nine other post-secondary institutions in the state, and serves to address relevant health, substance abuse, and prevention issues. In 2008 (and previously in 2005), Lewis-Clark State College, along with other IHC members, conducted the American College Health Association – National College Health Assessment (ACHA-NCHA) on the college's students. The results of the survey, which are posted on the college's web site at www.lcsc.edu/osl, were distributed to key campus stakeholders and are used to guide the development of substance abuse and other health-related educational programming.

AOD Program Goals and Assessment

The goals for Lewis-Clark State's AOD program are:

- 1) All students, faculty, and staff will be notified of the college's drug and alcohol policies and will be provided with information needed to access those policies independently.

Assessment: This goal has been accomplished in a literal sense – every new student or new employee has been given information about the policies as well as information needed to access those policies (i.e., the proper location on the college's web site). This has occurred long enough that every employee and student, in theory, has had some exposure to the information. *A plan to improve this system for the 2009-10 academic year includes developing a post card mailing for all employees reminding them of the policies and where those policies reside. Similarly students will be notified via a combination of a mass e-mail and post card mailing as well as a formal notice on the college's student e-mail web page.*

- 2) All students, faculty, and staff will be notified of the college's drug and alcohol counseling/assistance programs and will be provided with information needed to access information about those programs independently.

Assessment: As with the first goal, this goal has been accomplished in a literal sense, though improvements can be made in a practical sense. *A plan to improve this system for the 2009-10 academic year includes developing a post card mailing for all employees reminding them of the policies and where those policies reside. Similarly students will be notified via a*

combination of a mass e-mail and post card mailing as well as a formal notice on the college's student e-mail web page.

- 3) Drug and alcohol education programs will be presented to the campus community with special attention given to the college's living groups (i.e., residence hall occupants).

Assessment: An alcohol awareness program is presented to the campus community during the fall semester (in October of 2008, this year) of each academic year. The program consists of formal presentations about the consequences of abusing drugs and alcohol, exhibits illustrating the consequences of abusing drugs and alcohol (e.g., the wreckage of a car involved in a drunk driving accident), and programs offered as an alternative to taking drugs or consuming alcohol such as intramural sports. Special programs are offered to the college's living groups in cooperation with Residence Life staff. These include participation in Residence Assistant training as well as specific programs presented to students living in certain floors or halls. *Plans to expand programs for the on-campus residents and to deliver more global awareness programs at least twice per year are being developed for the 2009-10 academic year. The college is in the initial stages of implementing the E-CHUG (Electronic Check Up-to Go) for alcohol and is one such program that intends to address drinking behavior of on-campus residents and will be used during the 2009-10 year. Expansion of this program to other student groups across campus is also being explored.*

AOD Program Strengths and Weaknesses

The AOD program at Lewis-Clark State College complies with the federal law and meets the institution's ethical obligations to keep students and employees informed about the consequences of substance abuse and the services available to help people in need.

Student and faculty audiences have changes significantly since the college adopted its AOD program and include many more people working for the college or attending the college from long distances. The AOD programs needs to be expanded to include those audiences. In addition, changes need to be made to the notification protocols for students, faculty, and staff.

Annual Notification Procedures

Current procedures for notifying the campus community of the college's policies related to drugs and alcohol consist primarily of information disseminated to major campus groups (e.g., the student body) via in-take or orientation programs. The policies and assistance programs are also featured prominently on high-traffic web pages. For faculty/staff the primary web page is the college's Human Resources web page <http://www.lcsc.edu/humanresources>. For students, the primary web page is the Office of Student Life web page <http://www.lcsc.edu/osl>.

College Policies

Please see Appendix for web links to global policies covering students, faculty, and staff.

Student policies, as published in the Student Code of Conduct and Student Handbook are as follows:

Alcoholic Beverages

1. Illegal possession or consumption of alcoholic beverages (beer, wine, liquor or other beverage which is controlled as an alcoholic beverage under Idaho law) is prohibited in College or College-owned, leased or operated facilities and on campus grounds.

2. Alcoholic beverages may not be possessed or consumed under any circumstances in areas open to and most commonly used by the general public. Public areas include, but are not limited to, lounges, College Union buildings, recreation rooms, conference rooms, athletic facilities and other public areas of College-owned buildings or grounds.

3. Sale of alcoholic beverages is prohibited in College-owned, leased or operated facilities and on campus grounds.

4. Guests and visitors shall observe these regulations while on campus or other College property. Noncompliance may subject a person to sanctions imposed by the College as well as to the provisions of local and state law. (Adopted by the State Board of Education, December 1, 1977).

5. For LCSC sponsored events which are open to the campus community and at which alcohol will be present, the sponsor will work with the Director of Student Life or the appropriate academic or vocational dean to assure adherence to this policy. The following information will need to be provided to assure adherence.

a. Names and ages of individuals designated as bartenders or servers to check identification.

b. Means to inform participants of applicable state and federal laws regarding alcohol consumption.

c. Nonalcoholic beverages and food consumption

d. Designated driver program

6. No social event shall include any form of drinking contest in its activities or promotion. The Idaho law states that it is illegal to sell, serve or furnish beer, wine or other alcoholic beverages or intoxicating liquor to a person under 21 years of age. It is illegal for any person under 21 years of age to purchase or attempt to purchase, procure, possess, or consume any alcoholic or intoxicating liquor.

a. There are a number of minors attending LCSC and as a state institution, the College is legally obligated to comply with the state law.

Drugs

Possession, manufacture, distribution, use or sale of marijuana, drug narcotics or other controlled substances classified as illegal under Idaho law, except those taken under a doctor's prescription is prohibited on College-owned or controlled property (as that term is herein and hereafter used, College owned or controlled property includes student housing owned by or rented through the College), or at any College-sponsored or supervised function (See campus policy on Alcohol and Drug abuse, and rules on sanctions for alcohol and drug abuse).

Recommendations

1. A group chaired by the Dean of Student Services and including representatives from residence life, student counseling, and human resources, should meet at the beginning of each semester to review and enhance the college's AOD program.
2. The college should adopt a post card mailing program to provide regular updates to faculty and staff about the college's drug and alcohol policies as well as services available to help employees who suffer from addiction or substance abuse issues.
3. The college should adopt a method of informing all students (full-time, part-time, and distance learning students) about the college's drug and alcohol policies as well as services available to help students who suffer from addiction or substance abuse issues.
4. The college should explore opportunities to offer substance abuse education programs more frequently during an academic year.
5. The college should conduct an annual review of its compliance with the Drug Free Schools and Campuses Act until its AOD program has been sufficiently expanded to meet the needs of the current student body. The annual review and report will be published in January of every year.

Appendix

Policy 3.113 Drug/Alcohol <http://www.lcsc.edu/policy/Policy/3.113.PDF>

Policy 3.114 Drug-Free Workplace <http://www.lcsc.edu/policy/Policy/3.114.PDF>

Business Psychology Associates web site <http://www.bpahealth.com/>

Employee Assistance Program (EAP) information
<http://www.lcsc.edu/humanresources/insurance.htm#mental%20health>