

# Biennial Review Report

August 2022

Review Time Frame: 2019-2020 and 2020-2021

Primary Office overseeing Biennial Review: Vice President of Student Affairs

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## Introduction/Overview

### **Introduction**

Institutions of higher education are required, through the Drug-Free Schools and Campuses Act (DFSCA), to produce a biennial review of their alcohol and other drug programs and policies. Clark College is committed to supporting the health and safety of its students and employees. As such, the college recognizes and adheres to the DFSCA obligation. The purpose of this report is to determine program effectiveness and consistency of policy enforcement for students and employees of the college to identify and implement necessary changes. Clark College will perform a review every two years. Each report will review the effectiveness of the drug and alcohol prevention program.

### **Background on Drug-Free Schools and Campuses Regulations [Edgar Part 86] Requirements**

The Drug Free Schools and Communities Act (DFSCA) and Part 86 of the Department of Education General Administrative Regulations (EDGAR Part 86) required institutions of higher education to adopt and implement drug and alcohol abuse prevention programs (DAAPP) for students and employees. The College must have certified it has adopted and implemented a program to “prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees” both on the College’s premises and campuses and as part of any of its activities to comply with the Drug Free Schools and Campuses Regulations. At a minimum, each institution of higher education must annually distribute the following in writing to all students and employees:

#### **Annual Notification – Drug and Alcohol Abuse Prevention Program (DAAPP)**

- Standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.
- A list of applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of the health risks associated with the abuse of alcohol or use of illicit drugs.
- A list of drug and alcohol counseling, treatment, rehabilitation, and reentry programs that are available to employees or students; and

- A clear statement that the institution imposes sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

Each Fall, the Human Resource Office will send an electronic message to all faculty, staff, and students with a link to the Annual Drug-Free Schools and Communities Act Notice.

### **Employee Notification**

The college prohibits the use, possession, sale and/or distribution of alcohol, unauthorized prescription drugs, controlled substances and/or drug paraphernalia while on college premises, and while performing duties for the college off premises and/or during work hours. All new incoming employees (including student workers) signed to verify they would abide by and comply with the Drug Free Workplace stipulations. Employees sought guidance from the Employee Assistance Program provided at no cost to help Washington State Government employees and their family members resolve personal or work-related problems.

**Policy:** <https://www.clark.edu/about/governance/public-disclosure-and-records/adminProcedures/600/615/index.php#615017>

**Resources Available:** Employee Assistance Program is available to all employees and provides free and confidential programs of support. <https://www.hca.wa.gov/about-hca/washington-wellness/employee-assistance-program-eap>

### **Student Notification**

Clark College is a drug- and alcohol-free campus. Possession, sale and/or use of any type of illegal drugs, alcohol, or mood-enhancing substance by any person on any property owned, leased, or controlled by Clark College is strictly forbidden. The Clark College will enforce all federal, state, and local laws concerning underage drinking, drug and mood-enhancing substance violations.

A student found to be in possession or under the influence of any illegal drugs and/or alcohol or mood-enhancing substances on or off campus will be subject to disciplinary action and/or criminal proceedings. Incidents occurring off-campus will be assessed based on the College's Conduct procedures that hold all students to consistent standards defining acceptable forms of student conduct and maintaining civility and safety for the College community.

**Code of Conduct:** [https://www.clark.edu/about/governance/policies-procedures/student\\_code.php](https://www.clark.edu/about/governance/policies-procedures/student_code.php)

**Resources Available:** Students can access support resources through the college Counseling and Health Center. <https://www.clark.edu/campus-life/student-support/counseling/county.php>

**Federal and State Drug Laws:** <https://www.clark.edu/campus-life/student-support/security/washington-state-drug-laws.php>

### **Why the College is conducting a Biennial Review**

- The law requires institutions to conduct a biennial review of their drug and alcohol prevention efforts with the following objectives:
- Determine whether the drug and alcohol policies and programs had been effective and implement changes if needed.
- Ensure that disciplinary sanctions for violating standards of conduct have been enforced consistently.

### **Research Methods and Data Analysis Tools for Review**

The biennial review has requirements and will report on the following objectives:

- To determine the number of drug and alcohol-related violations and fatalities that occurred on campus or as part of Clark College sponsored activities that were reported to college officials in the previous two calendar years.
- To determine the number and type of sanctions that are imposed by the college as a result of drug and alcohol-related violations and fatalities on campus or as part of college sponsored activities in the previous two calendar years; and
- To determine whether sanctions for violations of the applicable standards of conduct pertaining to the unlawful possession, use, or distribution of illicit drugs or abuse of alcohol were consistently applied.

### **The Offices and Support Tools Utilized**

- Student Affairs records regarding incidents of reported use or abuse of alcohol and other drugs, including sanctions and disciplinary action taken on students.
- Safety and Security Office records regarding incidents of report use or abuse of alcohol and other drugs, including any information from local law enforcement on students and employees.
- Human Resources Office records regarding incidents of reported use or abuse of alcohol and other drugs, including sanctions and disciplinary action taken on employees.

## **Campus Overview**

### **Campus Environment**

Clark College is Southwest Washington's largest public institution of higher education. An open-enrollment community college, it welcomes students of all ages and backgrounds pursuing their educational or career paths each quarter. Students can earn high school diplomas, GEDs,

certificates, and degrees in a variety of programs including nursing, dental hygiene, and mechatronics, to name a few. Also, Clark's Running Start program enrolls high school students so they can earn college credit for little or no cost.

Clark College's main campus sits on the beautiful 101-acre Vancouver Central Park in the heart of Vancouver, Washington. The college also offers classes on the campus of Washington State University Vancouver and at a satellite location in east Vancouver at the Columbia Tech Center. The college's non-credit Community and Continuing Education program, offers corporate and continuing-education classes. Clark College has collaborated on partnerships with many regional colleges, universities, and technical institutions, allowing students to apply credits earned at Clark toward their bachelor's degrees.

Clark College operates within facilities at the following locations throughout Clark County that offer classes and limited support services:

Main Campus located at 1933 Ft. Vancouver Way, Vancouver WA 98663. Main Campus encompasses the areas bordered by E. McLoughlin Blvd, E. Reserve Street, 4th Plain Blvd. and Ft. Vancouver Way and those bordered by Interstate 5, E. McLoughlin Blvd, Ft. Vancouver Way and the property line between Clark College property and the Portland VA Medical Center located at 1601 E. 4th Plain Blvd. All structures, athletic fields, walkways, green spaces, and parking lots within these borders are considered to be part of Main Campus.

Columbia Tech Center Campus (CTC) located at 18700 SE Mill Plain Blvd. Vancouver, WA 98683. An urban campus building housing community focused on continuing education classes, and courses for certificates and degree earning programs. CTC is bordered by Mill Plain Boulevard and corporate headquarter offices as well as a retail services park.

Clark College at WSU Vancouver (CCW) 14204 NE Salmon Creek Ave, Vancouver WA 98686 CCW is under the jurisdiction of the WSU-Vancouver (WSU-V) Department of Public Safety and will be included in the annual crime report generated by WSU-V. WSU-V statistics are also included in this report.

Clark College does not currently operate any on-campus or off-campus student housing facilities or residence halls.

### **College Activities**

The office of student life supports clubs and programs, as well as a variety of special activities, cultural events, and intercollegiate athletic programs. Student clubs and programs must be

open and available to any Clark student regardless of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorable discharged veteran or military status, or use of a trained guide dog or service animal.

Athletic programs at Clark College include men's and women's basketball, co-ed cross country, men's and women's soccer, softball, volleyball, and baseball. Clark College is a member of the Northwest Athletic Conference.

The Associated Students of Clark College (ASCC) Student Government advocates and represents the students at Clark College by serving as the liaison between students and faculty, staff, administration, and the community. By involving students at the college, they seek to enhance the community through leadership, respect for difference, engagement, and service. The ASCC Student Government is recognized by the Board of Trustees as the sole representative body of Clark College students. It is the responsibility of the ASCC Student Government to:

- Provide representation of student interest, needs and well-being within the college community.
- Provide opportunities for individual leadership development and for group participation.
- Initiate and coordinate student activities.
- Foster cooperative relationships among the students, faculty, staff, administration, and community.
- Affirm and support the Clark College Mission, Vision, and Values statement.

### **Drug and Alcohol Programming**

Clark College is committed to providing a learning and working environment free from the abuse of drugs and alcohol. The college recognizes that to achieve this goal, the biennial review will provide opportunities to identify areas of improvement. In the past, the college has not been able to offer consistent prevention programming to students or employees. Convening a team of campus stakeholders, Clark College has begun a collaborative effort to develop intentional steps to provide programming on campus.

Outside of event-based programming, the college hosts an educational website including links to increase awareness and share the risks of the effects of drug and alcohol.

<https://www.clark.edu/campus-life/student-support/security/health-risks.php>

<https://www.clark.edu/about/jobs-and-employment/drug-free/>

Employees of the college complete mandatory Drug Free Workplace training upon hire and then annually thereafter through HigherEdWorks training modules.

Members of Student Affairs are in the process of working with the Student Life Office to create student-programing events involving drug and alcohol safety information.

The college counseling and health center updates and provides resources for community-based connections to support individuals in moving away from drug and alcohol use/abuse:

<https://www.clark.edu/campus-life/student-support/counseling/county.php>

## College Policies

### **Drug and Tobacco, Club and Org Handbook, Student Right to Know/Student Conduct, Disciplinary Action for Students**

Employees:

<https://www.clark.edu/about/governance/public-disclosure-and-records/adminProcedures/600/615/index.php>

Students:

[https://www.clark.edu/about/governance/policies-procedures/student\\_code.php](https://www.clark.edu/about/governance/policies-procedures/student_code.php)

All campus:

<https://www.clark.edu/about/governance/public-disclosure-and-records/adminProcedures/500/512/index.php>

### **Student Code of Conduct Rights and Disciplinary Action for Students**

As members of the academic community, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the college community.

The following enumerated rights are guaranteed to each student within the limitations of statutory law and college policy, which are deemed necessary to achieve the educational goals of the college. Students are provided code support due process with conduct related actions.

### Enforcement and Consistency of Disciplinary Sanctions

Clark College is a drug, alcohol, and tobacco free campus. The college abides by the regulations, laws, and policies consistent with approved WAC, campus, and state/local/federal laws. Due to the low number of reported alcohol or drug related incidents, the data is not sufficient to determine if there are irregularities or inconsistencies applied in disciplinary action or sanctions.

#### Student Data

Calendar Year	Number of Incidents	Outcomes/Action Taken
2020	0	n/a
2021	0	n/a

#### Employee Data

Calendar Year	Number of Incidents	Outcomes/Action Taken
2020	0	n/a
2021	0	n/a

### Drug and Alcohol Abuse Prevention Program Strengths and Weaknesses

#### Strengths

- Clark College has created a solid foundation and framework for their prevention programs.
- There is a DCSCA web page on the Clark College website, where students can obtain information.
- Resources/training for employees: HigherEd Works, Employee Assistance Program
- Student Life offers groups for students including recovery groups and an ACES club.
- Annual reporting responsibility is embedded within the position for Student Care, Conduct and Complaints with oversight from the Dean of Student Engagement within Student Affairs.
- The Counseling and Health Center provides physical wellness and mental health services to support student wellness and academic success, as well as maintaining a support resources page online with community base organization services.
- Each new employee (full-time, part-time or student employee) is required to sign a Drug-Free Workplace Form (the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989).



## **Weaknesses**

- Clark College recognizes that it currently does not have a system in place to remind students about DFSCA.
- The drug and alcohol information will be infused into student programming activities. This is an on-going project.
- The potential to work with faculty and imbed drug and alcohol information into the curriculum needed to be further explored and developed.
- opportunity for ownership of programming and reporting.
- pandemic challenges.

## **Recommendations for Program Revision**

- Create programs that will have measurable outcomes and address gaps in programming efforts. Focus on understanding the impact of alcohol and/or drugs on mental health, sexual assault, poor academics, and other consequences of inappropriate alcohol/drug use.
- Develop more interactive student programming involving drug and alcohol themes to build awareness. Awareness includes promoting healthy choices and understanding the difference between high-risk drinking and responsible use of alcohol.
- Modify and enhance drug and alcohol information on the GRC website so students will know on-or-off campus resources for dealing with alcohol or drug issues.
- Consult with various faculty members to assess their views on drug and alcohol programming enhancements based upon classroom observations and discussions.
- Engage with students to receive feedback on how to improve the forms of information delivery.

## **State of the Drug and Alcohol Abuse Prevention Program Goals**

- Increased Clark College faculty, staff members, and student knowledge regarding campus policies and laws regarding alcohol and drug use
  - Develop student programming.
  - To increase awareness about the effects of drugs and alcohol, the College Drunk Busters Goggles were purchased for drug and alcohol awareness programming with the Campus Safety Office and Student Life events.
  - Rotating TV banner on campus of notification of DFSCA.
  - Drug and Alcohol-free notification stickers on all building's main doors.
  - Sharing to ASCC/Student Government training week.
  - Knowledge of campus drug/alcohol policies was promoted through the Annual Drug-Free Schools and Communities Act Notice.
  - Drug and alcohol brochures.

- Increased awareness of decision-making processes regarding alcohol and drug use
  - Clark College website contains information to help students, faculty and staff make healthy choices and understand that advanced planning was involved in making those choices.
  - Employees understood that alcohol and drug issues were vital to student success and could impact academic performance.
  
- Increase Clark College faculty and staff members knowledge about where to refer students or colleagues with alcohol and/or other drug problems
  - Clark College's Counseling Services Office provided short-term mental health counseling and self-care/wellness education. Workshops and consultation services were offered for staff, faculty, and student organizations. Services were free and confidential.
  - New faculty training encouraged student referrals to Counseling Services.
  - The drug and alcohol portion of the Clark College website listed Drug and Alcohol Help Lines, helpful resource links and alcohol and drug self-help and recovery contacts.

## Procedures for Distributing Annual Drug and Alcohol Abuse Prevention Program Notification to Students and Employees

- Provide students with information regarding DFSCA during tabling events where resources are accessible.
- Caring campus welcome week.
- During orientation for new students have a one pager with information about Conduct/DFSCA/Sam's Law available.
- Have an acknowledgment button/check box in CtClink that students and staff can check when they have read the information about DFSCA.
- The annual training in HigherEdWorks which is required upon hire and annually thereafter is the main place where this information will be distributed. It will also be reinforced on the college website, in publications, and through communications between Human Resources and employee groups.
- Identify what to push/notify to students and staff quarterly in newsletters.
- Student engagement event for students, Student Life/CHC partnership for DFSCA student even
  - bring outside resources to campus for student targeted event

- The Clery Act information and the DFSCA notification will go out to staff and students quarterly.

## Contact Information and Additional Questions

Students, employees, or other interested individuals that would like additional information regarding Clark College's drug and alcohol policies, programming or efforts to maintain a drug and alcohol-free campus should contact:

Students:

Student Affairs

Christi Williams, Interim Associate Director of Student Care, Conduct and Complaints

[Cwilliams@clark.edu](mailto:cwilliams@clark.edu)

360-992-2900

Employees:

Human Resources

Gerald Gabbard

[Ggabbard@clark.edu](mailto:Ggabbard@clark.edu)

360-992-2317

Prepared by: Christi Williams, Interim Associate Director for Student Care, Conduct and Complaints

This report has been provided to Executive Cabinet for review and approved by Clark College President below.

Copy of report presented to Executive Cabinet on August 6, 2022

Approved by:



Dr. Karin Edwards  
President  
Clark College