



# Montcalm Community College

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## **Drug-Free Schools and Communities Act (DFSCA) CFR Part 86 (EDGAR Part 86)**

*Biennial Review: Academic Year 2016 - 2017  
Academic Year 2017 - 2018*

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Vice President for Administrative Services  
November 2018**

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## I. Introduction

The purpose of the Drug and Alcohol Abuse Prevention regulations is to implement section 22 of the Drug-Free Schools and Communities Act Amendments of 1989, which added section 1213 to the Higher Education Act. These amendments require 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 drug prevention program as described in this part.

As a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must implement a drug prevention program that addresses the following:

(A) The annual distribution in writing to each employee, and to each student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study, of—

- (1) Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities;
- (2) A description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- (3) A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- (4) A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
- (5) A clear statement that the IHE will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law), 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 required by paragraph (a)(1) of this section. For the purpose of this section, a disciplinary sanction may include the completion of an appropriate rehabilitation program.

(B) A biennial review by the IHE of its program to—

- (1) Determine its effectiveness and implement changes to the program if they are needed; and
- (2) Ensure that the disciplinary sanctions described in paragraph (a)(5) of this section are consistently enforced.

( C ) Biennial Review Period: FY 2016 and FY 2017.

Montcalm Community College (MCC) is a commuter campus (has no residence halls) and therefore has a low/no incidents of drug and alcohol violations. MCC is committed to the health and well-being of its students and employees. As part of this commitment, MCC upholds all Federal, State, and local laws that regulate or prohibit the possession, use of alcohol or illicit drugs. Violations of such laws that come to the attention of College officials will be addressed within the College or through prosecution in the courts, or both.

## II. Biennial Review Process

This report is a review of the fiscal years 2016 and 2017. The following Montcalm Community College employees collaborated in crafting this report:

Connie Stewart – VP Administrative Services  
Riki Jensen – Director Human Resources  
Jessica Herrick – Director of Financial Aid  
Debra Alexander – Dean of Student & Enrollment Services

The committee met to review previous programming and to plan additional/more programming for the next 12-24 months. Data regarding programming was collected from those present and reviewed by the committee.

Printed copies of this Biennial Report can be obtained by sending an email request to [connies@montcalm.edu](mailto:connies@montcalm.edu) or by calling (989) 328-2111. Printed copies may also be picked up at VP for Administrative Services office on the Sidney campus or by mailing a request to: 2800 College Drive, Sidney, MI 48885.

Biennial Review reports are kept for three years after the fiscal year in which the record was created in accordance with CFR 86.103.

### **III. Policy Distribution**

The Drug Free Schools policy is available to each employee via our website and to each student who is taking one or more classes for any kind of academic credit except for continuing education units, regardless of the length of the student's program of study.

By on/or before October 1<sup>st</sup> each year, MCC sends out a college-wide email outlining the alcohol and other drug free policy. All email communication is considered the official means of communication at the college, and all staff and students are accountable for information disseminated in this manner. New employees hired throughout the year acknowledge the Drug-Free Workplace Policy Statement Employee Information by signing the new employee orientation form as part of the hiring process.

Other Methods of Distribution;

Employees:

- New Employee Orientation
- MCC Website/MCC Connect/Policies

Students:

- Student Code of Conduct
- College Catalog
- MCC Website

Students enrolled in Health programs are required to complete and pass a drug screening testing.

## **IV. Copies of Documents/Information Distributed to Students and Employees**

*Excerpts from the College Catalog and within Policy Section I – Part I. C.:*

The following information is presented in accordance with the Drug-free Schools and Communities Act Amendments of 1989.

### Standards of Conduct

It is the policy of Montcalm Community College that the transportation, possession or consumption of an alcoholic beverage or a controlled substance on college property is prohibited.

### Legal Sanctions

Students who use alcoholic beverages or controlled substances on college property face disciplinary action, suspension from the college, and/or prosecution under the law. Any person who sells, provides, transports, possesses or consumes alcoholic beverages or controlled substances on college property may face immediate arrest and prosecution under applicable federal, state and local laws. Penalties under these laws may include fines, imprisonment or both.

### Health Risks

Use of alcohol or controlled substances can result in illness, injury or death.  
Available Counseling and Treatment Programs

All MCC students and employees will have access to substance awareness workshops, seminars, and classes offered at the college. A student or employee who voluntarily seeks assistance to overcome substance abuse problems will receive counseling services on a confidential and non-punitive basis. When necessary, referral will be made to a community agency for assessment, prescribed treatment and follow-up.

### Treatment programs are available at:

Montcalm Center for Behavioral Health  
611 N. State, Stanton, MI 48888  
(989) 831-7520

Students and employees participating in counseling or a prescribed programs are not exempt from college policies, procedures or rules.

### Disciplinary Sanctions

Students and employees who illegally use alcoholic beverages or controlled substances on college property face disciplinary action, suspension from the college, and/or prosecution under the law.

## V. Institutional and Programmatic Data

### Summary of Violations:

There were no violations that occurred at MCC during the reporting period.

	<u>2016-2017</u>	<u>2017-2018</u>
Alcohol Violations	0	0
Drug Violations	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

### Summary of Sanctions:

There were no sanctions for Alcohol Violations or Drug Violations during the reporting period.

	<u>2016-2017</u>	<u>2017-2018</u>
Warning	0	0
Probation	0	0
Suspension	0	0
Expulsion	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

## **VI. Findings and Recommendations for Revisions of AOD Programs**

### *In Compliance –*

Upon review of the College's drug prevention program, it is in compliance with the minimum requirements of the DFSCA.

The College provides annually to each employee and student

- Standards of conduct that clearly prohibits the unlawful possession, use or distribution of illicit drugs and alcohol on college property
- A description of applicable legal sanction under Local, State and Federal law for the unlawful possession or distribution of illicit drugs and alcohol
- A description of health risks associates with the use of illicit drugs and alcohol abuse
- A description/list of drug and alcohol counseling, treatment programs and resources that are available
- A clear statement that the College will impose disciplinary sanctions on students and employees violations of the standards of conduct.

The College conducts a biennial review to

- Determine its effectiveness and implement changes to the program if they are needed; and
- Ensure that the disciplinary sanctions described are consistently enforced.

### *Recommendations –*

Based on the violations and sanctions data, MCC's program is effective and no changes are recommended.