

January 19, 2024

Owens Community College has conducted a biennial review of its Drug and Alcohol Abuse Prevention Program (DAAPP). The period of review is January 2022 through January 2024. The review concluded on January 12, 2024.

The biennial review report will be maintained by the Vice President of Enrollment Management and Student Affairs.

Approved:

A handwritten signature in black ink that reads "Dione Somerville". The signature is written in a cursive, flowing style.

Dione Somerville, Ed.D.
President

Owens Community College
Biennial Review Report
Of
Institutional Compliance
Drug-Free Schools and Communities Act
[EDGAR Part 86]

Period of Review: January 2022 – January 2024

January 19, 2024

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BIENNIAL REPORT – DRUG-FREE SCHOOLS AND COMMUNITIES ACT

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GENERAL STATEMENT

The Drug-Free Schools and Communities Act amendments of 1989 require that as a condition of receiving funds, or any other form of financial assistance under any federal program, Owens Community College and sites 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. Owens Community College is unequivocally opposed to the misuse of lawful drugs, the possession and use of unlawful drugs, and the abuse of alcohol. The policy and programs are designed to identify problems at the earliest stage, motivate the affected individuals to seek help, and to direct the individual toward the best assistance available. Owens Community College conducts a biennial review in all even years.

BIENNIAL REVIEW PROCESS

Biennial Review Committee is established with representatives from key campus departments:

Vickie Ann Heck Counseling Services
 Blake Renner..... Vice President, Enrollment Management and Student Affairs; Title IX Coordinator
 Andrea Morrow..... Financial Aid
 Jennifer Togrul..... Student Life
 Carrie Heller..... Dean, Student Life; Deputy Title IX Coordinator
 Janet Lindner..... Vice President, Human Resources
 Steven Harrison..... Public Safety/Chief of Police

The biennial review process was concluded in January 2024. Data for the review was collected from employee and student policies, departmental records, and college websites. The information was then assessed by the committee members, both individually and as a group during scheduled meetings.

ALCOHOL AND OTHER DRUG ARRESTS

The chart below shows Owens Community College’s number of alcohol and other drug arrests and referrals for disciplinary action as reported in the Owens Community College 2023 Jeanne Clery Annual Security Report. This data consolidates statistics from pp. 60 – 63 of the Report, which can be accessed at <https://www.owens.edu/dps/wp-content/uploads/sites/117/2018/10/annual-report.pdf>.

Toledo Campus

Arrests & Referrals	On-Campus			Non-Campus			Public Areas			Total
	2020	2021	2022	2020	2021	2022	2020	2021	2022	
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	3	0	0	0	0	0	0	0	3
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0

Findlay Campus

Arrests & Referrals	On-Campus			Non-Campus			Public Areas			Total
	2020	2021	2022	2020	2021	2022	2020	2021	2022	
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred	0	0	0	0	0	0	0	0	0	0

POLICIES

The Drug-Free Schools and Communities Act and Drug and Alcohol Abuse Prevention Regulations (EDGAR Part 86 TITLE 34 – EDUCATION, PART 86_DRUG AND ALCOHOL ABUSE PREVENTION) note that all colleges and universities are required to sign a certification to assure the federal government that they are doing their part to fight drugs and alcohol. Owens Community College values the health and safety of its students and employees, and therefore supports local, state, and federal laws concerning illegal drugs. In this effort of compliance and support, Owens Community College has developed and implemented a Campus Drug-Free Program and has adopted a drug-free school and alcohol prevention policy. The College acknowledges that substance abuse is a serious, yet treatable condition that affects the productive lives of students and employees. Furthermore, the College pledges to work collaboratively with programs designed to reduce and eradicate the abuse of alcohol and drugs.

Student Policy: Owens Community College is a drug-free institution. Students who unlawfully possess, use, manufacture, distribute, and/or dispense a controlled substance on college-owned or college-controlled property will have appropriate sanctions imposed. This may include disciplinary or remedial action, expulsion, and/or referral for prosecution under applicable local, state, or federal laws. Students are notified of the Student Code of Conduct on the 14th day of each semester via email.

(A) 3358:11-3-01 Drug free school and alcohol prevention policy

https://www.owens.edu/trustees/board_policies/11-3-01.pdf

The Student Code of Conduct is found on the College website. The Code, updated bi-annually, is available to all new and returning students electronically.

(B) 3358:11 – 3 – 11 Student conduct policy and Student Code of Conduct Handbook

https://www.owens.edu/trustees/board_policies/11-3-11.pdf

<https://www.owens.edu/conduct/wp-content/uploads/sites/247/2020/07/code.pdf>

Employee Policy: Owens Community College is a drug-free workplace. Violations of College policy may result in progressive disciplinary action, including suspension or termination.

(C) 3358:11-5-12 Drug-free workplace and alcohol prevention policy

https://www.owens.edu/trustees/board_policies/11-5-12.pdf

Owens Community College adopted a smoke-free and tobacco-free policy effective January 1, 2016 which prohibits smoking and the use of tobacco products on property owned or controlled by the college. This policy applies to all campuses, employees, students, visitors, and contractors. Owens Community College is dedicated to providing a safe and healthy environment for the entire College community.

(D) 3358:11-4-22 Smoke-free and tobacco-free college policy

https://www.owens.edu/trustees/board_policies/11-4-22.pdf

PROGRAMMING AND RESOURCES

Owens Community College consistently strives to provide a positive environment for its students and employees. The College is committed to a drug- and alcohol-free campus.

The following provides information about Owens Community College departments directly involved in working with students and the programs, as well as the measures implemented throughout the College to prevent the use of alcohol or illicit drugs.

ATHLETICS

Any student participating in any of the Athletic Programs must sign a statement affirming that: “I have received the Owens Express Student-Athlete Handbook. I understand that I am responsible for knowing the information that is contained within this handbook pertaining to rules, regulations, policies and my eligibility statuses. All athletes are required to participate in a substance abuse awareness program of the Owens Express Athletics Department. The program is designed to meet the specific needs of student-athletes concerning awareness and knowledge of substance abuse.

COUNSELING SERVICES

The mission of Owens Community College Counseling Services is to foster personal and academic success through offering individualized and comprehensive support for the personal growth and wellness of students. Counseling Services provides free consultations, mental health assessments, counseling, crisis support, education, prevention, outreach, and linkage to community resources to Owens students. Assistance is offered to students experiencing personal, educational, interpersonal/relationship, family, social, or psychological difficulties. Counseling Services at the College are confidential as determined by Federal and State Laws, as well as professional codes of ethics. Records of involvement will not be disclosed in any academic or educational file. A student may request in writing release of specific information about services utilized. If it is determined that a student’s needs require resources or competencies beyond those which Counseling Services can provide, staff will assist the student with locating appropriate on- or off-campus resources.

The following resources represent several of the external partners that the counselor may use for referral purposes:

Drug and Alcohol Services

- a. Arrowhead Behavioral Health – (419) 891-9333
- b. Behavioral Connections of Wood County – (419) 352-5387
- c. Family Resource Center (Hancock County) – (419) 422-8616
- d. Comprehensive Addiction Services System – (419) 241-8827 – Lucas and Wood County
- e. Mercy Health St. Charles Hospital – (419) 696-7200 – Lucas and Wood County
- f. Substance Abuse Services Inc. – (419) 243-7274, Toledo Hospital – Wood County
- g. Toledo Hospital - Alcohol & Drug Treatment – (419) 291-2300 – Lucas and Wood County

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Emergency and Crisis Services

- Crisis Text Line 741741
Free, National, Confidential Crisis Text Line
- Wood County Crisis Line – (419) 502-HOPE (4673)
- Family Resource Center – (888) 936-7116
- National Sexual Assault Hotline – (800) 656- HOPE (4673)
- National Suicide Prevention Hotline – (800) 273-TALK (8255)
<http://www.suicidepreventionlifeline.org/>

Online Mental Health Screening and Resources

- For Veterans: Make the Connection
<http://maketheconnection.net>
- Guide to College Student Mental Health
<https://www.learnpsychology.org/mental-health/>
- National Suicide Prevention Hotline 1 (800) 273-TALK (8255)
<http://www.suicidepreventionlifeline.org/>
- Preventing Sexual Assault on Campus
<http://www.bestcolleges.com/resources/preventing-sexual-assault/>
<https://www.owens.edu/itsonus/>
- MindWise Innovations
<https://www.mindwise.org>
- ULifeline.org
<http://www.ulifeline.org/>

FINANCIAL AID

In general, a student who is receiving financial aid and who has a federal or state drug conviction may be disqualified from receiving federal aid. During the application process, the student certifies that he/she is eligible and does not have a drug-related conviction. Any conviction which was reversed, set aside or removed from the student's record does not count, nor does one received when the student was a juvenile, unless he/she was tried as an adult. Students who have been convicted of a drug-related offense may complete an acceptable rehabilitation program to reinstate their financial aid eligibility.

HUMAN RESOURCES

The Office of Human Resources is responsible for the administration of policies, procedures, and services to employees of the college. Communications are distributed to all full- and part-time employees, such as policies and services regarding alcohol and other drug use prevention and treatment options.

Employee Assistance Program (EAP). The College offers employee assistance services to regular, full-time employees through LifeWorks, the College's Employee Assistance Program, administered by Unum. Services include, but are not limited to, child and elder care, financial counseling, assistance working through complex, sensitive issues such as; personal or work relationships, depression or grief, or issues surrounding substance abuse, legal consultation, and guidance for work-related conflicts.

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Tobacco Cessation Resources

- <https://www.owens.edu/tobaccofree/cessation/>
- ProMedica Tobacco Treatment Services
<https://www.promedica.org/services-and-conditions/tobacco-cessation>
- BeTobaccoFree.gov
<http://betobaccofree.hhs.gov/quit-now/>
- Smokefree.gov
<http://smokefree.gov/>
- American Cancer Society – (800) 227-2345
- American Lung Association: 1-800-LUNG-USA
- Ohio Tobacco Quit Line: 1-800-QUIT-NOW (1-800-784-8669)

PUBLIC SAFETY

The Department of Public Safety (DPS) is committed to providing a safe environment for the entire College. DPS is staffed with full-time sworn police officers, all of whom are certified and trained through the Ohio Peace Officer Training Council (OPOTC). College police officers are certified, trained, and sworn through the OPOTC with full law enforcement authority. Each officer receives specialized training to assist in completion of their duties, and all officers are trained in CPR and First Aid. The Department of Public Safety can be reached by dialing 7575 from any campus phone or dialing (567) 661-7575 from any non-campus phone.

STUDENT CONDUCT

The goal of the Office of Student Conduct is to foster an environment in and out of the classroom that is conducive to personal and academic success for every student at Owens Community College. The College has established the Student Code of Conduct to communicate its expectations of students as positive members of the College community and to ensure a fair process for determining responsibility and appropriate sanctions when a student's behavior may not be favorable. Each student and guest at the College is responsible for adhering to the policies in the Student Code of Conduct. The Student Code of Conduct includes the following disciplinary sanctions that may be imposed upon any student found to have violated the Student Code of Conduct:

- **Conversation** – A conversation with the student regarding the violation and steps to prevent a violation from occurring again
- **Warning** – A notice in writing to the student that the student is violating or has violated institutional regulations
- **Probation** – A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of progressively more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during or after the probationary period
- **Loss of Privileges** – Denial of specified privileges for a designated period of time
- **Restitution** – Compensations for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement
- **Discretionary Sanctions** – Work assignments, essays, service to the College, or other related discretionary assignments
- **College Suspension** – Separation of the student from the College for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.

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- Following a suspension, students may request, in writing, readmission to Owens Community College. The written request must be submitted to the Director of Student Conduct and Student Life. To be eligible for readmission, all sanctions and conditions related to the suspension must be completed. After the written request is received, a committee will review the request and meet with the student. As a condition of readmission, a readmission plan may be made. The student will be notified of the decision in writing.
- **College Expulsion** – Permanent separation of the student from the College
- **Revocation of Admission and/or Degree** – Admission to or a degree awarded from the College may be revoked for fraud, misrepresentation, or other violations of College standards in obtaining the degree, or for other serious violations committed by a student prior to graduation
- **Withholding Degree** – The College may withhold awarding a degree otherwise earned until the completion of the process set forth in the Student Code of Conduct, including the completion of all sanctions imposed, if any

EFFECTIVENESS AND ANALYSIS

Owens Community College recognizes the difficulty in assessing the outcomes and effectiveness of campus programming. Students often work full time or have family obligations outside of school and do not engage in campus activities. In conclusion, participation in drug and alcohol abuse programs varies. Disseminating information about drug and alcohol abuse programming and counseling resources has appeared to have the most impact on students by passive display. 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. The Review Committee will continue to evaluate ways to effectively track how many students are reached regarding drug and alcohol abuse programming and whether the information that is being provided is helpful to the student population and influencing behavior.

The analysis of the College’s policies and procedures concerning alcohol and drug use rests largely with the Offices of Student Life and Human Resources. The Office of Student Life is responsible for gathering reports of student conduct violations made by college officials and the Office of Human Resources is responsible for employee conduct violations related to alcohol and drugs.

The Offices of Student Life and Human Resources summarize sanctions imposed for reported student or employee incidents involving alcohol and drugs that have occurred on campus or as part of Owens activities. For the review period covered by this report the aforementioned offices report the following conduct violations related to alcohol or drugs:

- The Office of Student Life: 0
- The Office of Human Resources: 0

Counseling Services, in conjunction with the Office of Student Life, offers one alcohol and other drug educational session for serious or repeat incidents to students who have violated the student code of conduct. The session covers information on tobacco, alcohol, inhalants, cannabis, cocaine, depressants, and other drug types. As a part of the psychoeducational session, students discuss their current use and receive treatment recommendations from a licensed counselor. Information is given to each student about local drug and alcohol treatment facilities and how to arrange care, as well as information about the services available at Owens Counseling Services. Other referrals are made as needed/desired.

EVALUATION

The Review Committee conducted a comprehensive analysis of the alcohol and drug policies, related programs, services, and enforcement practices. Campus housing is not available at Owens Community College; therefore, there is a relatively low incidence of alcohol and other controlled substance abuse on the campuses. All departments work collaboratively to ensure that students and employees are provided information and resources that promote a safe and healthy environment that attempts to mitigate risk as it pertains to alcohol and other drug use. The alcohol and drug prevention program at Owens Community College appears to be effective as evidenced by:

- A strong statement that Owens Community College is an alcohol- and drug-free environment and that all violations are taken seriously and addressed in accordance with the College policy and local/state/federal laws
- Counseling Services is available to students and offers free confidential counseling. When needed, an appropriate referral is made
- The College offers employee assistance services to full-time employees and their eligible dependents through the EAP program, LifeWorks
- After review by the Oversight Committee, employee and student sanctions have been applied consistently
- Analysis of the DAAPP revealed an opportunity to improve communications of the College's DAAPP
- The College has Drug and Alcohol Abuse Prevention and Education websites, <https://www.owens.edu/dps/campus-drug/> and <https://www.owens.edu/dps/alcohol-drugs/>
- The [Consumer Information](#) webpage includes links to the DAAPP and the Biennial Review Report
- For enrolled students, Counseling Services created and utilizes the Drug and Alcohol Information Overview (Appendix A)
- Develop data collections and tracking measures to report program effectiveness
 - Collect data and monitor violations and disciplinary sanctions imposed;

RECOMMENDATIONS

Owens Community College recognizes the importance of a drug and alcohol abuse prevention program and must continue to develop effective programs and policies to combat this issue. Regarding programming efforts, the Review Committee recommends the following items for further consideration:

- Update existing programs and/or develop new programs to assure institutional compliance
- Create additional educational opportunities/activities on campus and/or with community partners
- Produce the next Biennial Review Report in compliance with the Drug-Free Schools and Communities Act no later than January 31, 2026
- Increase specialized drug and alcohol abuse awareness programming
- Continue to utilize Maxient for student tracking and reporting drug and alcohol violations and sanctions
- Track employee violations, services, and disciplinary sanctions
- Conduct student surveys to obtain trend data
- Develop goals and objectives annually to improve effectiveness
- Regularly review for consistency the violation, sanction recommended, and the rationale for the sanction

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Owens Community College has developed a comprehensive approach to address alcohol and drug issues on campus. The College will continue to develop, assess, and pursue the best practices for its community to create a safe and healthy learning and working environment for students and employees.

APPENDICES

Appendix A: Drug and Alcohol Information Overview

Owens State Community College Counseling Services Drug and Alcohol Information Overview

The purpose of this form is to provide students with information about the warning signs of dependence/abuse of drugs and alcohol, potential health risks of use, and community resources that are available to help assess and treat drug and alcohol concerns.

Questions to consider regarding use/abuse:

- Are you taking in larger amounts of alcohol or drugs over a longer period of time than intended?
 - YES or NO
- Have you made unsuccessful efforts at cutting back?
 - YES or NO
- Do you have to spend time recovering from use, or do you spend time seeking out activities where you can use?
 - YES or NO
- Do you crave alcohol or drugs?
 - YES or NO
- Has your use caused problems in ANY of your relationships?
 - YES or NO
- Have you given up activities that used to be enjoyable so that you can use alcohol or drugs?
 - YES or NO
- Do you have work or school problems or other consequences because of use?
 - YES or NO
- Does it take more now to give you the same effect it used to in lesser quantities?
 - YES or NO

If you answered yes to any of the above questions, you may be experiencing addiction to drugs or alcohol. There are community agencies that can help. Please see the list of resources below:

- 211 – Lucas, Wood, Hancock Counties – Referral help for a variety of social services (mental health, drug/alcohol, homelessness, disabilities, employment, and more)
- Arrowhead Behavioral Health – Northwest Ohio – 419.891.9333
- Zepf Center – Lucas and Wood Counties – 419.373.6560
- Century Health – Hancock County – 419.425.5050
- Alcoholics Anonymous – 419.380.9862
- Narcotics Anonymous - 1-888-667-0854

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The National Institute on Drug Abuse reports that there are a wide variety of potential health risks for using/abusing drugs and alcohol. Below is some general information; you will also be provided with a separate, specific list of drug and alcohol facts:

- Wide range of short- and long-term, direct and indirect effects.
- Effects often depend on the specific drug or drugs used, how they are taken, how much is taken, the person's health, and other factors
- Short-term effects can range from changes in appetite, wakefulness, heart rate, blood pressure, and/or mood to heart attack, stroke, psychosis, overdose, and even death
- Health effects may occur after just one use
- Longer-term effects can include heart or lung disease, cancer, mental illness, HIV/AIDS, hepatitis, and others
- Long-term drug use can lead to addiction. Drug addiction is a brain disorder. Not everyone who uses drugs will become addicted, but for some, drug use can change how certain brain circuits work. These brain changes interfere with how people experience normal pleasures in life such as food and sex, their ability to control their stress level, their decision-making, their ability to learn and remember, etc. These changes make it much more difficult for someone to stop taking the drug even when it's having negative effects on their life and they want to quit.

Note: To read more about the health consequences of using drugs or alcohol, please go to: <https://www.drugabuse.gov>

Summary of session:

	<u>Circle to confirm</u>	<u>Student Initials</u>
Student has discussed and reviewed the warning signs of use/abuse	Yes or No	_____
Student has been given resource packet for community providers	Yes or No	_____
Student has discussed and reviewed potential health risks of use	Yes or No	_____
Student reviewed an educational video related to drug/alcohol use	Yes or No	_____
Student has been made aware of on on-campus resources available (Counseling Services, Owens Harvest Food Pantry, Oserve, etc.)	Yes or No	_____

Narrative summary/notes:

Provider Signature

Date

Supervisor, if needed

Date