

**DRUG-FREE SCHOOLS AND CAMPUSES REGULATIONS**  
**EDGAR Part 86 (Education Department General Administrative Regulations)**

**BIENNIAL REVIEW REPORT**  
**2022-2024**  
**(Fall 2022, Spring 2023, Fall 2023, Spring 2024)**

**INTRODUCTION:**

Montgomery County Community College is in compliance with the Drug-Free Schools and Campuses Regulations. This report has been prepared by representatives from Academic Affairs, Human Resources, Student Life, the Wellness Center, and Campus Safety in evidence of that compliance.

**OBJECTIVES:**

The objectives of this review as outlined in the U.S. Department of Education manual, “Complying with the Drug-Free Schools and Campuses Regulations,” are:

- To determine the effectiveness of the Alcohol/Drug resources and implement needed changes.
- To ensure disciplinary sanctions for violations of standards of conduct are enforced consistently.

**EDGAR Part 86, DRUG-FREE SCHOOLS AND CAMPUSES REGULATIONS**  
**COMPLIANCE CHECKLIST**

1. Does the institution maintain a copy of its drug prevention policy? If YES, where is it located?
  - A. YES, <https://www.mc3.edu/about-mccc/policies-and-procedures/drug-and-alcohol-abuse-prevention>
2. Does the institution provide annually to each employee and each student, who is taking one or more classes for any type of academic credit, except for continuing education units, written materials (including any electronic mediums) that adequately describe and contain the following?
  - A. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities.

Students: YES      Staff /Faculty: YES

**B. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.**

Students: **YES**      Staff/Faculty: **YES**

**C. A description of applicable legal sanctions under local, state, or federal law.**

Students: **YES**      Staff/Faculty: **YES**

**D. A description of applicable counseling, treatment, rehabilitation or re-entry programs.**

Students: **YES**      Staff/Faculty: **YES**

**E. A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions.**

Students: **YES**      Staff/Faculty: **YES**

**3. Are the above materials distributed to students in one of the following ways?**

**A. E-mailed:**

**Yes.**

Each year, Campus Safety emails all registered students, as of October 1<sup>st</sup>, a weblink to the Annual Security Report which contains the College's Drug and Alcohol Abuse Prevention Policy (5.5).

**B. Through campus post office boxes:**

**No.**

The College is not a residential campus and does not provide individual student mailboxes.

**C. Class schedules which are mailed to each student:**

**No.**

Students obtain their class schedules online.

**D. During new student orientation:**

**No.**

Affinity groups such as Gateway to College and Athletics cover this information with their students as part of introductory meetings/training. Information covered

includes the Drug and Alcohol Abuse Prevention Policy (5.5) as well as sanctions for violating this policy which are outlined in the Student Code of Conduct.

E. In another manner:

**Yes.**

Information is available on the College's website under Section: About MCCC → Policies & Procedures → Policy 5.5: Drug and Alcohol Abuse Prevention.

A link to the policy is also available in the Student Handbook Planner, which is distributed annually at the beginning of the Fall and Spring semesters.

**4. Does the institution's distribution provide reasonable assurance that each student receives the materials annually?**

**Yes.**

Each year, Campus Safety emails all registered students, as of October 1<sup>st</sup>, a weblink to the Annual Security Report which contains the College's Drug and Alcohol Prevention Policy (5.5).

**5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution?**

**Yes.**

Student Handbook Planners, both hardcopy and digital, are made available to students who enroll throughout the year.

**6. Are the above materials distributed to staff and faculty in one of the following ways?**

A. E-mailed:

Staff: **YES**      Faculty: **YES**

B. Through campus office mailboxes:

Staff: **NO**      Faculty: **NO**

C. During new employee orientation:

Staff: **YES**      Faculty: **YES**

**7. Does the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually?**

Staff: **YES**      Faculty: **YES**

- This information is available to the Board of Trustees and external communities online.

**8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?**

Staff: **YES**      Faculty: **YES**

- New employees receive materials as part of their onboarding process and new employee orientation.

**9. In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?**

**A. Conduct alcohol and drug use survey.**

Students: **YES**      Staff/ Faculty: **NO**

- The Healthy Minds Study Survey is administered to students every five years. (Fall 2023 is the most recent survey administered).

**B. Conduct opinion survey of its students, staff, and faculty.**

Students: **NO**      Staff/ Faculty: **NO**

**C. Evaluate comments obtained from a suggestion box.**

Students: **NO**      Staff/ Faculty: **NO**

**D. Conduct focus groups-Students.**

Students: **NO**      Staff/ Faculty: **NO**

**E. Conduct intercept interviews.**

Students: **NO**      Staff/ Faculty: **NO**

**F. Assess effectiveness of documented mandatory drug treatment referrals for students and employees.**

**Employees:**

There are no mandatory drug treatment referrals for employees during this period under review.

**Students:**

There are no mandatory drug treatment referrals for students during this period under review. This would include any student in the College's student information system with an affiliated program of the College. Students have been confidentially referred to community resources on a voluntary basis; therefore, data on effectiveness is not available.

**G. Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees.**

**Employees:**

No employee situations occurred involving drug or alcohol use/abuse during the period under review.

**Students:**

In Fall 2022, a student came to campus intoxicated on the first day of class. The student met with Campus Safety and the Dean of Students. The student was then picked up from campus and departed. The student did not attend classes moving forward.

**10. Who is responsible for conducting these biennial reviews?**

The Director of Student Life leads members of the College administration including the Director of Campus Safety, Administrative Director for Academic Initiatives, the Director of the Wellness Center, and the Dean of Students, in responsibility for conducting the biennial review. Representatives from other areas of the College, such as Engagement and Student Experience, Campus Safety, Student Life, Academic Affairs, the Wellness Center, and Human Resources, are involved as collaborative resources throughout the year. If the biennial review committee has any proposed revisions to the Board of Trustees approved Drug and Alcohol Abuse Prevention Policy (5.5), the College's Policy Development Policy (1.3) will guide the biennial review committee on submission of any revisions to this policy.

**11. If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug prevention program and the results of the biennial review?**

**Yes.**

If requested, Montgomery County Community College would make available to the Secretary and the public a copy of each requested item in the drug prevention policy and the results of the biennial review. The College currently does make these items available on the College weblink.

**12. Where is the biennial review documentation located?**

The report is located on the on the College's Campus Safety webpage located at:  
<http://www.mc3.edu/campus-life/safety>

Preparation of the 2022-2024 Biennial Review Report included several interactive campus meetings (**refer to pages 10 19**) with key representatives from the following functional areas of the College: Engagement and Student Experience, Human Resources, Academic Affairs, and Campus Safety. Meetings were held as follows:

**A.** 10/27/2022

**B.** 7/27/2023

- C. 4/19/2024
- D. 5/30/2024
- E. 6/11/2024

This report was prepared by the Director of Student Life with support of the biennial review committee and additional outreach to members of the College community for further context and information.

**13. Comments:**

- A. Montgomery County Community College is a commuter institution with multiple campuses and no residence halls. The Board of Trustees approved Drug and Alcohol Abuse Prevention Policy (5.5) was revised in June 2023. Alcoholic beverages shall not be bought, consumed, or sold at the College, except as authorized by the President of the College or as outlined within the Policy Exception in the Drug and Alcohol Abuse Prevention Policy (5.5).
- B. Integration of Alcohol & Drug education is evident across the College in many classes: “Drug & Alcohol Treatment Process - Introduction,” a three-credit course offered through the Human Services Program is a requirement for graduation in both the Addiction Certificate program (36 credits) and Concentration in Addictions A.A.S. degree program (64 credits). It can also be taken as an elective in other programs, including the Psychology A.S. program. PSY 217, Drugs-Their Use & Abuse is also another course that students can take as an elective. Lectures on the effects of alcohol and drugs are also included in many other programs, such as Health Sciences, Exercise Science and Wellness, Social Sciences, and the Hospitality Institute, including formerly “Culinary Arts.” Students in the Health Sciences curriculum share information about a variety of health-related topics, including alcohol and drugs, at health & wellness expos for the College community and the local community at large.
- C. In addition to a strong educational component in the drug and alcohol use/abuse prevention program, the Wellness Center provides confidential triage counseling services and referrals to community agencies and treatment programs for students who have alcohol and drug related problems and are in need of assistance. The College offers TimelyCare to students. TimelyCare is a platform which provides 24/7 online, on demand mental and physical health services through licensed providers. Online counseling and medical care is provided to all, and psychiatry for those referred by TimelyCare, all at no charge to the students. The College has a Montco Collegiate Recovery Community (CRC) and POWER Program. These programs do not provide treatment on campus, but rather provide support groups with referrals as a part of their support of students. The Judicial Affairs team may issue an educational project assignment such as an alcohol awareness seminar as a sanction as outlined in item 3 under sanctions in the Student Code of Conduct.
- D. Offered through Carebridge, the College’s employee assistance program is available to support employees with managing life’s challenges.

- E. Refer to pages 21-24** for a list of educational programs/events held during 2022-2024 related to and/or included information regarding drug and alcohol use/abuse, health risks, prevention strategies and resources available to assist students and employees.
- F. Provide Naloxone online training for any College employee, upon request.**
  - a. Supplied to Campus Safety Officers
  - b. Nursing faculty and students are trained within their programs.
  - c. Police Academy cadets are trained on Naloxone as well.
  - d. Several overdose education events were held for any faculty, staff, or students who wanted to join. Naloxone was provided at some events.
- G. In the 2022-2023, 2023-2024, and 2024-2025 Student Handbook Planner,** advertisements regarding alcohol and drug abuse prevention were included.
- H. The Director of Student Life is responsible for leading the biennial review committee's** work in the College's Drug and Alcohol Abuse Prevention Policy (5.5) to meet periodically throughout the year to assess the effectiveness of the College's Drug and Alcohol Abuse Prevention Policy (5.5) and initiatives taken to meet requirements. The Director of Student Life is the College administrator responsible for tracking the progress and accounting for recommendations made by the biennial review committee.

#### **14. Recommendations:**

- A. During various meetings held to review the College's Drug and Alcohol Abuse Prevention Policy (5.5), as well as in the actual preparation of this report, the following recommendations were identified, and actions were taken to begin implementation:**
  - a. New**
    - i. Continue the Montco Collegiate Recovery Community (CRC) for students.**
      - Lead; Director of the Wellness Center
        - 
        - According to the Healthy Minds Study survey, in Fall of 2021, 3% of students reported a lifetime diagnosis of substance use disorder, whereas the same survey in Fall 2023, 6% of students reported a diagnosis.
        - According to the 2023 Healthy Minds Study survey students indicated that cost (35%), appointment availability (15%) and not being sure where to go for help (14%) were barriers to them seeking help for their mental health.
  - ii. Collaborate with Student Government Association (SGA) and the College's Marketing department to increase marketing around wellness**

initiatives, including the Montco Collegiate Recovery Community (CRC). Continue distribution of information regarding student support programs that directly connect students to substance use disorder recovery programs.

- Lead; Director of the Wellness Center
  - The Wellness Center has increased efforts in marketing for wellness initiatives, but there are still students who do not know about Wellness Center and Montco CRC services. Further data will be collected through surveys referenced below.

**iii. Clarify the approach for the 2024-2026 biennial report**

- Lead; Director of Student Life
  - The biennial review committee must revise its approach to developing the biennial report in order to ensure timely completion. The change in the approach is to ensure that the biennial review committee only reviews components that fall within the scope of institutional compliance or the awareness of drug and alcohol abuse prevention resources for employees and students.

**iv. Distribute information relating to the Drug and Alcohol Abuse Prevention Policy (5.5) during New Student Kickoff, Open Houses, orientation, and student training events.**

- Lead; Director of Student Life
  - New Student Kickoff, orientation (e.g. Dual Enrollment, Gateway to College, etc.), and student training (e.g. SGA, Inter Club Council (ICC), etc.) events are an opportunity to make students aware of the Drug and Alcohol Abuse Prevention Policy (5.5) as well as the resources that the College has to support students with drug and alcohol abuse prevention. Student Life and the Wellness Center will provide information regarding drug and alcohol abuse prevention at their Open House tables.

**v. Collaborate with Information Technology department to develop an orientation page within Canvas (The College's learning management system) and Montco Connect (The College's internal communications platform) that contains drug and alcohol abuse prevention resources as well as a evaluate options on how students can acknowledge and accept policies of the College.**

- Lead; Director of Student Life
    - The objective of this orientation page is to provide students with a central location online to learn about student success resources, including drug and alcohol abuse prevention resources. Additionally, evaluating options on how students can acknowledge and accept policies of the College. is an accountability measure to ensure students understand the policies.
- vi. Launch an online suggestion box for students to provide feedback to the College about their student experience including, but not limited to, the drug prevention program.
  - Lead; Director of Student Life
    - The objective of the online suggestion box is to allow students to provide feedback about the College's drug prevention program as well as their overall student experience so that the College can determine effectiveness, implement necessary changes, and evaluate if further integration of drug and alcohol abuse prevention education is needed.

**b. Ongoing/Continued**

- i. Collaborate with Institutional Effectiveness to conduct student and employee surveys as well as student focus groups every two years regarding their understanding of the College's Drug and Alcohol Abuse Prevention Policy (5.5). This survey would be in addition to the Healthy Minds Survey.
  - Lead; Director of Student Life
    - The objective of the survey is to identify if employees and students are able to locate and understand the College's Drug and Alcohol Abuse Prevention Policy (5.5)
    - The surveys will assess student and employee knowledge of institutional resources available to aid in drug and alcohol abuse prevention as well.
    - The student focus groups will also assess student knowledge of where the College's Drug and Alcohol Abuse Prevention Policy (5.5) is located and what institutional resources are available to aid in drug and alcohol abuse prevention.

- ii. Coordinate ongoing educational programs for students and employees to support awareness of drug and alcohol use/abuse and prevention strategies, as well as resources available to assist those dealing with issues related to drug and alcohol use/abuse.
  - Lead for student programs; Director of the Wellness Center
  - Lead for employees: Human Resources
    - Continued education and outreach is necessary to bring awareness to not only the issue of substance use disorder, overdose, and mental health, but also to reduce stigma associated with seeking help for these issues. Since the inception of the Montco CRC program, Montco has increased the number of workshops, events, and activities aimed at raising awareness of these issues.
    - In the past two years (2022-2024), Montco hosted 33 educational and awareness events specific to substance use and SUD resources, which is a 313% increase from the 2020-2022 report when eight (8) such events were held during that two-year reporting period.

## 15. Outcomes

- A. In Spring 2024, a representative from the POWER program was added to the biennial review committee and will continue to serve in this capacity. The POWER program staff come into regular contact with students who have self-identified as being in substance use recovery. As such, POWER staff run programming and have insight into the needs of these students.
- B. In the 2020-2022 Biennial Report, a recommendation was made to identify attendance at drug and alcohol abuse prevention activities. Attendance at drug and alcohol abuse prevention events is listed in each event description in “Drug and Alcohol & Prevention Activities” section of this report.

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### **Report Prepared on November 15, 2024, by:**

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This report reviewed and accepted by:

Signature:   
**Dr. Victoria L. Bastecki-Perez, President**  
**Montgomery County Community College**

Date: November 15, 2024



**Drug & Alcohol Biennial Review Report Meeting**

**October 27, 2022**

**Microsoft Teams Video Conference**

Meeting began at: 2:05pm

Attendance: Lee Allan, Katina Faulk, Nichole Kang, Tyler Steffy, Cheryl Williams, and Diana McGuire

This was the last meeting for the 2022 report, a chance to give the content a final check. Tyler plans to submit the completed report to Phil and Vicki for approval soon. The plan is to use the November meeting to start the fall update.

The 2022 report covers the time from June 2020-2022. This is a self-imposed MCCC report from a two-year review in response to a Department of Education audit. It was affected by the spring

2020 COVID pandemic which put drug and alcohol programs on hold. There may be material for the report from last year (2021) which can be reexamined.

Lee asked if there is a physical copy of a drug and alcohol program in existence which explains the methods, purposes, and details of the Policy? Who would get involved in the discussion on campus since the Student Support Referral Team (SSRT) no longer exists? The prevention information, program support and employer distribution program can be found in Care Bridge. As a matter of interest, Nichole said she has received some funding through February to develop a prevention campaign, which can be added to the next report.

There was a discussion of whether there is a program or just the Policy and related events. There does not appear to be an official program on the topic and has not been as long as the Committee members can remember.

The question whether there is a specific drug and alcohol program in place on campus, this topic appears to be tied to other programs from Human Resources or the Wellness Center such as health issues and behavioral risk. There appears to be no written material. The subject is covered at the staff orientation. Katina supplied information on a list of courses that address the topic.

The one report that covers the subject is the Annual Security Report. Cheryl said for employees, there are descriptions of rehabilitation programs or resources that are available and some coverage of disciplinary sanctions. The Gateway to College program usually has some information.

The Annual Security Report is distributed through email. It was suggested that the Policy should be communicated going forward, possibly through Montco Connect. It could be distributed through staff and faculty orientations. Right now, every employee and member of the College community gets the Annual Security Report.

Only one incident occurred which involved an employee who was dismissed.

Some funds may be available to prevent drug and alcohol abuse through MindWise, but that will not be applicable until the next report.

There will be a discussion with the Department of Student Engagement and Student Experience about the past--since COVID--to see if there has been a revised Drug and Alcohol Policy stated through the Board of Trustees concerning employees.

It was noted that Public Safety has changed its name to Campus Safety and all instances will need to be updated in the report.

Since Tyler is ready to submit the report, he invites the Committee to check the report and past minutes for accuracy. There is a list at the end of this material of different activities such as the Healthy Mind survey, TalkSpace and Timely Care. Tyler likes the 24 sections of FYE's available.

Next month we will be seeking suggestions on programs, education, presentations, and partnerships that relate to this report.

- Correction: The biennial review committee did not meet again until July 2023 to discuss these items.

Please give any feedback on leadership for the next report.

Meeting ended at 2:37pm



Drug & Alcohol Biennial Review Report Meeting

July 27, 2023

Microsoft Teams Video Conference

Meeting began at: 2:00pm

Attendance: Tyler Steffy, Katina Faulk, Lee Allen, Sam Coleman, Nichole Kang, Cheryl Williams, and Diana McGuire

There is a big emphasis this coming school year on retention. Sam will be spearheading this project and Student Life will be involved in the effort. Something that happens on our campus which influences the opportunity to register for needed courses is a general practice of students coming late to register. They come close to the beginning of the semester. When there is late registration, it is hard to ensure that needed courses will be available. This can pose a problem for students who are close to graduation and who need to take specific courses which have

limited openings.

This Committee is still working on reports on drug and alcohol abuse activity. Phil sent a reminder recently that the Department of Education mandates certain types of reports which are required. Some of these types of reports are still pending.

There was a question about the occurrence of any drug or alcohol abuse incidents on our campus this summer. Lee said, regarding summer drug incidences, that there was a person apprehended who had possession of heroin, but this person was not a student and was only near the campus, on the sidewalk adjacent to North Hall. Marijuana appears to be the most available drug, as it is used socially off campus. As for alcohol use, the campus is a semi-free area.

What is the status of the effort to decriminalize marijuana? The answer is: even though marijuana is still illegal to use, it appears that users are not being charged for possession of a small amount. Some offenders are receiving misdemeanor charges or may not be charged.

Cheryl said that there is a plan to continue educational modules through Vector. Sam wants to run modules on alcohol sanctions. The plan is to invite new students to view the modules. Orientation would be the time to present drug and alcohol abuse sanctions to employees. It can also be used if someone is cited for an infraction. Nichole will be consulted to discuss this matter.

Katina was asked to continue to gather information from the academic areas on any drug and alcohol abuse education in their curriculum or in any co-curricular initiatives. Pam Roberts ran something in the past in Health Sciences on campus. It will be necessary to check with the Health and Science Center for their plans. It is important to record and acknowledge actions in the report. There are currently no events planned from Human Resources, but new employee training occurs monthly and touches on the policy and the new employee orientation Canvas course that is being developed will include information. The Student Life handbook will need to have items checked for coverage also.

This coming year there will be monthly meetings throughout the school year. There will be no meeting in August, but meetings will resume in September. In the next meeting, we will review the yes/no questions from the report. Tyler is keeping a folder to collect reportable items. Please refer any items to him at any time. Also, everyone is urged to add any new members.

- Correction: The biennial review committee did not meet until April 2024 to address these items. The biennial review committee will meet once in the fall after a report has been submitted, once in the spring of a non-reporting year, once in the fall of a non-reporting year, and once per month from January through June of the reporting year.
- Update: The biennial review will tentatively meet on the following dates for the 2024-2025 Academic year:
  - Fall 2024: 10/17/24 and 12/6/24
  - Spring 2025: 2/24/25 and 5/5/25

Meeting ended at 2:18pm



## Drug & Alcohol Biennial Review Report Meeting

April 19, 2024

Microsoft Teams Video Conference

Meeting began at: 10:03AM

Attendance: Lee Allan, Dominic Ciccimaro, Katina Faulk, Nichole Kang, Tyler Steffy, Cheryl Williams, and Diana McGuire

Tyler announced that the copy of the report from the last session was sent back so the report is yet to be posted. The reason that the report from 2020-2022 was sent back is that the Director of Student Life had not made some of the necessary edits for posting in January 2023. Tyler is planning to meet with the right people to identify priorities and to resolve the issue. The first meeting will start with Campus Safety. There was only one incident which was documented

about the student who came on the first day of school in a state of intoxication. After she met with Campus Safety and the Dean of Students, she agreed to leave campus in a vehicle which gave her a ride. Lee said he will look up the report number if necessary. The Director of the Wellness Center will check further if needed by searching for her last name so that her records can be checked to see if she returned.

Lee was asked to check for any other drug/alcohol incidences. Lee said he believes there were no others to report. It should be made clear that there is no actual drug prevention program. Nicole said that the Wellness Center deals with referrals. There is a network of services, so the goal is to get a participant to the needed service through referrals. She said that most students who need some help are already connected to a service or refuse care.

When asked if Human Resources gives out information about the requirement to avoid drugs and alcohol use on campus, Cheryl said that new employees get more direct information. Information on drug/alcohol use appears on the Human Resource page through the Carebridge resources. Wellness Wednesday which appears weekly has very visible information on Carebridge services and many Webinars. Also, the Student handbook Planner has some information about the Wellness Center where recovery services are discussed.

The problem dealing with a failed audit of 2022 is that there is a need to understand what was seen as missing so that an explanation of what is offered here can be established. As said before, the College has a system of referrals available but not a specific program. Tyler wants to aim for a way to consolidate any existing programs from July 1, 2022, to the present. All activities which support the level of success on campus in advancing information and awareness are invited, i.e., books, videos, presentations, etc.

Campus Safety agrees to change the wording from drug prevention program to available drug prevention resources. Nicole agrees with that. She said there is some replication in the notes, and she would like to see a better consolidation of information. Katina said she is including the academic channels in the search for drug and alcohol prevention information on campus and is awaiting a response.

- In reference to the offering of Narcan training, Lee said the training is ongoing in the officer certification program.
- The major goal of these meetings is to get the 2022 report approved and posted.
- Nichole added that sixteen percent of students (out of a survey with 500 responses) used THC products in the last 2 weeks.
- The next meeting will be held on May 30 to assemble a report. The planned process for the next meeting is to review the document, line by line, to be more thorough. Tyler asked the attendees to review the draft before the next meeting to be ready to make possible changes. June should have no new additions.

Meeting ended at 10:47am



## Drug & Alcohol Biennial Review Report

May 30, 2024

Microsoft Teams Video Conference

Meeting began at 10:03am

Attendance: Lee Allen, Katina Faulk, Nichole Kang, Tyler Steffy, Cheryl Williams, and Diana McGuire

Tyler gave a report on the status of the completion of the report. Since the processing of comments and edits has been running behind, the last report needs to be completed. The purpose of this meeting is to get consensus for a proposed final version to submit to leadership.

One question we pondered was the proper terminology. Should it be program or policy? Tyler asked if program and policy are interchangeable? One answer is that policy is the essence or

strategy. It is all that we do in compliance with the program, the education provided towards preventing drug and alcohol abuse. This discussion was not in reference to the College's Drug and Alcohol Abuse Prevention Policy (5.5) but rather the terminology utilized in referring to the compliance items in EDGAR Part 86.

There was a search for the proper terminology in these sentences.

In Number 9, in what ways does the institution conduct biennial reviews of its drug program prevention?

In Number 11, a reference to a drug prevention program.

Residential institutions call it a program similar to what we used here, and it has the same execution. When was the last time a statute was reviewed?

Regarding whether academic classes on the subject have been changed. Katina agreed it has not been changed. Look to residential campuses for changes.

Question about the time of distribution of the Annual Security Report, the customary plan is to have it emailed out by October 1.

Question about availability of orientations, the one available is the Gateway to College orientation. There is a standard presentation by the Dean of Students and the Director of Campus Safety. There is a type of orientation on the website.

Also, the Student Handbook Planner which presents some drug and alcohol prevention information in print will go into an electronic format next year.

Question about the status of the 2022-2024 report, the committee agrees that the report is ready for signatures after this revision.

Question about orientations, faculty and staff have separate orientations. New employees' orientation is offered to everyone every month and is not required. Full-time faculty orientation is offered once a semester in August and if enough are hired, there is another orientation in January.

Question about the availability of a survey for students, faculty, and staff: The one survey that is available on drug and alcohol abuse is through the Healthy Mind Study which was offered in Fall 2023. Bridget did a presentation on the strategic application to survey students who are/were in recovery for substance abuse disorder but nothing for faculty nor staff.

Before Self Service, the old Vector system was used. The question of the possibility of advocating for a survey comes down to covering the \$5,000 cost where grant funding is desired.

Question about the availability of focus groups. There are none.

Drug treatments for employees would be referred to the same services as those used by students.

For 2020-2022, there were no updated reports.

The call for future recommendations:

Surveys for employees only providing recovery support recommendations.

Use the Collegiate Recovery Committee.

Seek grant funding.

Use SEP (Supervisory Effective Program)

Request Educational Partnerships from the /POWER program.

Question to Cheryl: were any Sexual Violence Workshops offered? Yes, two were offered: Laurel House and a second organization.

Question about the Students Supporting Students program in 2022-2024: They met in 2023.

The EVERFI program has stopped.

Wellness Wednesdays are general. Nutrition counseling - weekly on Wednesday.

Katina said all the related courses are continuing.

We had a tobacco free campus during 2023.

Timely Care has changed.

Tyler is working on presenting a final version tomorrow for review by the committee and a final version next Friday to present for review and return.

Meeting ended at 10:46am



## Drug & Alcohol Biennial Review Report

June 11, 2024

Microsoft Teams Video Conference

Meeting began at 11:02am

Attendance: Lee Allan, Dominic Ciccimaro, Regina Fetterolf, Nichole Kang, Tyler Steffy, Cheryl Williams, and Diana McGuire

Tyler shared the proposed final draft of “Drug-Free Schools and Campus Regulations.” This document is close to being ready for the final steps of approval. When the Committee has completed this review, it will be submitted for further approvals. It will be reviewed and approved by the Board of Trustees and the President. It may take until October or November to receive final approval. Our goal is to work through any final edits to produce a beautiful and shining document.

Nichole said she still agrees with the statement that the College has a Collegiate Recovery Committee and Power Program.

Tyler asked about the availability of a survey. Nichole said in a discussion with Bridget she heard that the Healthy Mind Survey is used every five years. Nichole said she would try to get more information on the time frames for surveys. One schedule indicated that a survey was given every fiscal year in the even number years. She also indicated that drug and alcohol modules can be added.

There was a question about availability of orientations presented to Cheryl. Part time employees have a virtual orientation before opening day. New Faculty have an orientation in August.

Tyler thanked Nichole and Dom for providing good records.

Tyler suggested a timetable to use for the review of drug and alcohol information in the future. He said the Committee could meet once a semester: once in the Fall and once in the Spring. There could be a meeting in summer going into Fall 2025. He believes the system used worked effectively. There were 5-6 meetings in the past two years. The addition of the Wellness Center has been an excellent addition as it has provided another tool for observing the College's progress in monitoring drug and alcohol abuse. Moving forward there will be a minimum of 9 meetings per biennial report. This meeting format will allow the biennial review committee to track the progress of ongoing initiatives in the years that the report is not published and meet more frequently during years that the report is to be published.

Regina indicated that she has some material to present. Tyler said that the collection of materials greatly improved when the Wellness Center started operation as it started a centralized system. Previously, information was gathered from many corners of the campus almost randomly.

The plan is to complete the document by incorporating edits with an attempt to address any fixes and to add the minutes. A first draft will be downloaded and forwarded to the Committee. When the document has reached a finished form, it can be made into a pdf copy and sent for approval.

Tyler thanked the Committee for their efforts.

Meeting ended at 11:31am



## **Drug & Alcohol Abuse & Prevention Activities**

**From July 2022 Through May 2024**

### Montco Collegiate Recovery Community (CRC)

- In August 2022, the Wellness Center launched the Montco Collegiate Recovery Community (Montco CRC) program. The main goal is to provide a network of resources to support students in recovery to assist in preventing relapse and to improve academic persistence and success. Throughout the year, Montco CRC hosts tabling events at activities to reduce the stigma around recovery.
  - 10/18/22 Taking the Stigma out of Recovery Language workshop (Wellness) Virtual only. Two (2) students and fifteen staff/faculty attended.
  - 11/15/22 Decoration Station tabling – recovery conversations through art (Wellness). Blue Bell campus. Seventy-five (75) students and five (5) faculty/staff attended.

- 11/16/22 Decoration Station tabling – recovery conversations through art (Wellness). Pottstown campus. Twenty-five (25) students attended.
- 11/29/22 Synchronicity Recovery Field Day (Wellness, Sync Recovery). Fun, active engagement event to reduce stigma about seeking help for substance use disorder. Fifty (50) students, twelve (12) staff were in attendance.
- 12/06/22 Decoration Station tabling – recovery conversations through art (Wellness). Blue Bell campus. Thirty (30) students attended.
- 12/07/22 Decoration Station tabling – recovery conversations through art (Wellness). Pottstown campus. Fifteen (15) students and two (2) faculty/staff attended.
- 2/02/23 Definition of Recovery - presentation to POWER program (Wellness). Ten (10) students and two (2) staff attended.
- 2/06/23 Decoration Station tabling – recovery conversations through art (Wellness). Blue Bell campus. Fifteen (15) students and three (3) staff/faculty attended.
- 2/13/23 Decoration Station tabling – recovery conversations through art (Wellness). Blue Bell campus. Seventy-five (75) students and fifteen (15) faculty/staff attended.
- 3/6/23 Kick Butts Vaping Education (Wellness) –provide education about risks of vaping. Blue Bell campus. Twenty-eight (28) students and one (1) faculty/staff attended.
- 4/24/2023 Pottstown Spring Fling (Student Life/Wellness, PES, BeRezilient) - Healing through art and Narcan distribution. Pottstown Campus. Twenty-five (25) students and five (5) faculty/staff attended.
- 4/26/2023 Blue Bell Spring Fling (Student Life/Wellness, PES, BeRezilient)- Promote Montco Collegiate Recover Community, Narcan distribution, NAMI. Blue Bell campus. Seventy-five (75) students and ten (10) faculty/staff attended.
- 4/27/2023 Stories Matter: Students in Recovery (Wellness/Safe Project/LCC) - Panel discussion with Luzerne CCC concerning collegiate recovery. Blue Bell campus. Two (2) students, two faculty/staff (2), and ten (10) members of the community attended.
- 5/9/2023 Montgomery County Reentry Initiative (Wellness, POWER, KEYS) - Presentation to MCRI members about Montco programs and services. Blue Bell campus. Fifty (50) community members attended.
- 8/30/23 Montco on the Move (Wellness, Advising) - Dominic Ciccimaro and Lori Davidson were featured on the podcast to talk about Recovery Month (September) and Montco CRC.
- 9/13/23 Recovery Month promotion (Wellness, PES) - Tabling to promote Recovery Month, offering overdose/SUD prevention information and prevention materials to students. Pottstown Campus. Thirty (30) students and eight (8) faculty/staff in attendance.
- 9/14/23 Recovery Month promotion (Wellness, PES) - Tabling to promote Recovery Month, offering overdose/SUD prevention information and prevention materials to students. Blue Bell campus. 150 students in attendance.

- 9/18/23 Alcohol Awareness event (Wellness, PES) - part of Involvement Fair. Tabling to showcase alcohol content in common drinks. Blue Bell campus. Fifty (50) students in attendance.
- 2/14/24 Recovery Allyship (Wellness). Professional development opportunity for community members who want to support others in their recovery process. Pottstown campus. Two (2) staff were in attendance.
- 2/26/2024 Prevention Craft Station (Wellness, PES). Interactive craft activity which provided educational material on substance use recovery and prevention. Pottstown Campus. Two (2) students and two (2) Faculty members attended.
- 3/4/2024 Prevention Craft Station (Wellness). Interactive craft activity which provided educational material on substance use recovery and prevention. Blue Bell Campus. Twenty (20) students attended.
- 3/19/2024 Associate of Recovery in Higher Education (Wellness, ARHE) Staff Chats – Professional development sessions focused on Collegiate Recovery Programing. Virtual. Fifteen (15) community members attended.
- 4/15/2024 Substance Use Education and Prevention (Wellness, PES) Tabling Event that provided students with educational material on substance use and prevention. Blue Bell Campus. Ninety-five (95) students attended.
- 4/17/2024 Substance Use Education and Prevention (Wellness, PES) Tabling Event that provided students with educational material on substance use and prevention. Pottstown Campus. Twenty-two (22) students attended.
- 4/22/2024 POWER Program Community Outreach breakfast (Educational Partnerships, Wellness). Sharing information about Wellness Center and POWER services to members of the community; encouraging referrals into the POWER program. Twenty-two (22) students, staff, and community members attended.
- 4/24/2024 Alcohol Safety Event (PES) – provide educational information about alcohol safety. One hundred (100) students attended at the Blue Bell campus.

### Students Supporting Students

- This in person and online peer support group met on a weekly basis. It was a student-led initiative that covered a variety of topics.

### Student Athlete Orientation

- Athletics staff covered drug and alcohol information with athletes related to the Student Code of Conduct, as well as NJCAA Policies.
  - August 2022
  - August 2023

### Nutrition Counseling

- These sessions could include information on the impact that alcohol and drugs can have on an individual. Sponsored by Human Resources and open to employees of the College.
  - Fall and Spring offerings 2022, 2023, and 2024.

### Courses that incorporate drug and alcohol training

- These courses were offered in fall, spring, and summer semesters.
  - ESW 236 - Personal Health and Wellness
  - ESW/PSY 255 - Human Sexuality
  - ESW 245 - Safety and First Aid
  - ESW 206 - Basic Nutrition
  - ESW 215-Care and Prevention (Offered only in Spring semesters)

### Narcan Training

- Campus Safety, Nursing students, and Police Academy cadets all were provided training on Naloxone.
- Optional professional development opportunities were offered to students/staff/faculty across the campuses:
  - 10/13/22 Opioid Overdose Prevention training was offered by Prevention Education Solutions. Ten (10) students and 30 staff/faculty attended. A link to order free Naloxone was provided to all attendees.
  - 2/22/23 Opioid Overdose Prevention training was offered by Prevention Education Solutions (Blue Bell and virtual). Three (3) students and 20 staff/faculty attended. Free Naloxone was provided to in-person attendees and a link to order free Naloxone was provided to virtual attendees.
  - 12/13/23 Alcohol and Other Drugs workshop (Wellness, PES). Professional development workshop about drug/alcohol overdose symptoms and response. Pottstown campus. One (1) student and one (1) staff in attendance. Link to free ordering of Naloxone was provided to attendees.
  - 3/20/2024 Responding to Alcohol and Drug Overdose (Wellness, PES) Presentation on substance use awareness and overdose prevention in a college environment. Pottstown. No Attendants.
  - 3/21/2024 Responding to Alcohol and Drug Overdose (Wellness, PES) Presentation on substance use awareness and overdose prevention in a college environment. Blue Bell Campus. One (1) student and (1) Faculty members attended. Link to free ordering of Naloxone was provided to attendees.

### POWER Program

- This program is focused on students in mental health and drug and alcohol use recovery. Students in recovery completed the Strategies for College Success course and received individual support from program staff throughout.
- 5/13/2024 – 5/15/2024 NAMI Keystone Conference –Four (4) students attended the conference in Harrisburg, PA, participating in workshops on mental health, trauma and substance use disorders support.

### Wellness Wednesday Emails

- Sponsored by Human Resources and the Center for Faculty Success to provide educational opportunities for faculty to learn about students facing mental health challenges including alcohol and drug abuse and addiction.

#### Tobacco-Free Campus Events

- 3/06/23 Kick Butts Vaping Education tabling event. Blue Bell campus. Twenty-eight (28) students and one (1) staff member attended.

#### Healthy Minds Study Survey

- Surveys were sent out to Montco students to assess health and well-being.
  - Fall 2023

#### TimelyCare

- MCCC has a platform which provides 24/7 online, on demand mental and physical health services through licensed providers. Online counseling and medical is provided to all, and psychiatry for those referred by TimelyCare, all at no charge to the students. Below data is an aggregate from May 2022– June 2024
  - 1,401 students registered for TimelyCare services.
  - 2,472 visits have been reported, with almost half (44%) being through scheduled counseling sessions.
  - Students rated their visit and provider an average of 4.9 out of 5.
  - 88% of students who responded to surveys saw improvement in their mental health after talking with a provider.