The Cowley College Drug and Alcohol Task Force (“Task Force”) met on December 12, 2016 in order to discuss the biennial review of the institution’s alcohol and other drug (“AOD”) prevention program.

The results of the biennial review are indicated below. These results have been used to revise the Alcohol and Other Drug Prevention Program dated December 4, 2014.

Please Note:

All substantive changes to the December 4, 2014 prevention plan are indicated below by highlighted text.

**Annual notification**
Each employee and each student (who is taking one or more classes for any type of academic credit except for continuing education units) is provided annually with written materials that adequately describe and contain the following:

a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on Cowley College property or as a part of Cowley College activities.

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

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

d. A description of applicable counseling, treatment, or rehabilitation or reentry programs.

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

Upon review, the Task Force has determined that “at least” be added in the first section before the word “annually.”

**Biennial review**
The Task Force conducts a biennial review of prevention efforts by December 31 of each even numbered year. The results of the biennial review are made available on the Cowley College web site.


**Written prevention program**
The Task Force maintains a written prevention program. The prevention program is revised by December 31 of each even numbered year following completion of the biennial review. The written program is made available on the Cowley College web site.

**Prevention Team**
The members of the Task Force act collectively as prevention specialists for the institution. The primary responsibility of the Task Force is to provide direction regarding prevention efforts. The Executive Director of Student Affairs, a member of the Task Force, acts as liaison to the institutional management team, reviews and coordinates responses to Student of Concern reports, and supervises the process of alcohol and drug-related sanctions.

**Alcohol-free options**
a. Alcohol-free events and activities are sponsored.
b. Student service-learning or volunteer opportunities are created, publicized, and promoted.
c. Community-service work is required as part of the academic curriculum in the social sciences.
d. The campus offers a student center, recreation center, and other alcohol-free settings.
e. The student center, fitness center, and other alcohol-free settings have expanded hours.
f. Nonalcoholic beverages are promoted at events.

**Normative environment**
a. The academic schedule offers core classes on Thursdays, Fridays, and Saturdays.
b. Exams/projects require class attendance and academic responsibility.
c. Substance-free residence options are available (all dorms are substance-free).
d. The campus encourages an increase in academic standards.
e. Faculty are encouraged to engage in a higher level of contact with students.
f. Students are educated about misperceptions of drinking norms (e.g. Cowley Activity Awareness Team, BASICS, AlcoholEdu, and “Don’t Cancel That Class”).
g. Student leadership in prevention is developed (orientation leaders, resident assistants, student organizations, Cowley Activity Awareness Team).
h. Students have opportunities to advise and mentor peers (Cowley Activity Awareness Team).

**Upon review, the Task Force has recommended removing “Don’t Cancel that Class” in section f.**

**Alcohol availability**
a. Alcohol availability on campus is strictly limited to the conditions outlined in Policy 140.00, “Exemption from Alcoholic Beverages Policy.”
Marketing and promotion of alcohol
a. Alcohol industry sponsorship for on-campus events is very limited.
b. Content of party or event announcements is limited.
c. Alcohol promotion with special appeal to underage drinkers is banned.
d. Alcohol promotions that show drinking in high-risk contexts are banned.

Policy development and enforcement
a. On-campus functions must be registered.
b. Attendees are subject to ID checks at on-campus functions.
c. Violations of campus AOD policies result in disciplinary sanctions.
d. AOD related offenses are subject to prosecution (police are called regarding all AOD related incidents).

Special conditions for student athletes
a. Student athletes are subject to random testing for drugs of abuse.
b. Student athletes are subject to disciplinary action and referrals for counseling based on off-campus alcohol or drug related violations.
c. Student athletes who test positive for illicit drugs are monitored by way of follow-up testing.

BASICS
Brief Alcohol Screening and Intervention for College Students has been adopted as the primary method used in the mandatory counseling for student alcohol violations. The BASICS program is a screening and intervention program that is empirically validated for use with college students, and is endorsed by the U.S. Department of Education as a “Tier 1” strategy.

Prevention documentation
Task Force documentation is maintained on the Cowley College web site. Documents maintained there include the written prevention plan, the biennial review, and minutes of the Task Force meetings. The Task Force chair has primary responsibility for ensuring that these documents are accurate and up to date.

Cowley Activity Awareness Team (CAAT)
The Cowley Activity Awareness Team (CAAT) is an ongoing service learning and peer education project. The CAAT team is comprised of Cowley College students who have completed a peer education program.

Student of Concern
Student of Concern is a reporting program that permits concerned individuals (students, employees, parents, and others) to identify Cowley College students with unmet needs (including AOD issues) by way of a confidential report made through the Cowley College website to the Executive Director of Student Affairs.
Behavioral Intervention Team
Cowley College has in place a Behavioral Intervention Team, which includes members of the Drug and Alcohol Task Force, and is chaired by the Executive Director of Student Affairs. The mission of this team is to proactively and systematically manage problematic student behavior, including AOD related behavior.

Electronic Intervention
Cowley College has adopted AlcoholEdu and its related products as the institution’s primary method of electronic prevention.

National College Health Assessment
Cowley College has adopted the National College Health Assessment (NCHA), a product of the American College Health Association, as the institution’s primary method of assessing alcohol, drug, and other health-related issues. The Task Force has determined that the NCHA is to be completed once during each two-year prevention cycle.

Upon review the Task Force has determined that AlcoholEdu will replace NCHA. The statement “The Task Force has determined that the NCHA is to be completed once during each two-year prevention cycle” will be removed. The statement “AlcoholEdu is a requirement of the First Year Experience class that is held each semester” will be added.

Employee Involvement in Prevention
An ongoing project of the Task Force is to identify opportunities to involve employees in AOD prevention efforts.

Arkansas City Police Department
An ongoing project of the Task Force is to identify opportunities to involve representatives of the Arkansas City Police Department (ACPD) in AOD prevention efforts. ACPD is represented in Task Force meetings.

Priorities for Improvement of the AOD Prevention Program

During the 2015 and 2016 calendar years, the Task Force will focus on the following opportunities for improvement of the institutional prevention program:

External Review
The Task Force will seek an external review of the institution’s AOD prevention plan during the two year prevention cycle.

Upon review the Task Force has determined that this was not cost effective.
Review of Annual Notification
The Executive Director of Student Affairs, with assistance from other Task Force members as needed, will review the information contained in the Annual Notification to insure its accuracy.
Upon review, the Task Force has determined that the Executive Director of Student Affairs reviews the information contained in the Annual Notification each and distributes it to staff and students. This item may be moved to the “Annual Notification” section of the prevention plan.

Marketing of electronic intervention programs
The Task Force will develop and monitor a plan for maximizing student, parent, and employee use of AlcoholEdu and its related AOD prevention products. The Task Force will also make a decision regarding which, if any, electronic intervention product to use with referrals for the BASICS program.
Upon review, the Task Force has determined that AlcoholEdu has been added as a requirement in First Year Experience classes and is available to all students, faculty, and staff. The Task Force has also determined that AlcoholEdu for Sanctions will be used in conjunction with the BASICS program. Both of these items will be added under the “Electronic Intervention” section of the prevention plan.

Increase participation in NCHA
The Task Force will develop a plan for increasing student participation in NCHA prior to the next administration of the assessment.
Upon review the Task Force has determined that NCHA will be replaced by AlcoholEdu.

Social Norms Marketing
The Task Force will monitor development of social norms marketing efforts (such as the “Don’t Cancel That Class” program) by the CAAT team.
Upon review, the Task Force has determined that the “Don’t Cancel That Class” program was not beneficial and that AlcoholEdu is the method of monitoring social norms. The Task Force believes that marketing AlcoholEdu is a need.

Random Drug Testing for Scholarship Students
The Task Force will continue to explore opportunities for including random drug testing as a student success measure for scholarship students (in addition to student athletes, who are already subject to such testing).
Upon review, the Task Force has determined that it is not cost effective to randomly drug test students that are not on scholarship, and that other methods for detecting drug use among scholarship students are effective, therefore this will not be added to the prevention plan.
First Year Experience
The Task Force will explore opportunities for including AOD prevention material in First Year Experience classes.
Upon review, the Task Force has determined that AlcoholEdu for College will be added as a requirement for First Year Experience classes and this will be added under the “Electronic Interventions” section of the prevention plan.