



**Alcohol and Drug Prevention Program
Biennial Review
2022-2024**

**Compiled in compliance with the Drug-Free Schools and Campuses Regulation
(EDGAR Part 86)**

**Completion date: December 2, 2024
*Next Biennial Review Completion Deadline: December 31, 2026***

In compliance with the Drug-Free Schools and Communities Act (DFSCA), a biennial program review of SFCC’s alcohol and other drug (AOD) prevention programs is required in all even years. The biennial review allows college administration to consider effectiveness of policies, processes and programs, consistency of disciplinary sanctions, barriers to reporting and/or enforcement, and overall opportunities for improvement. This report is a summary of the review completed by a cross-departmental team on December 3, 2024 for academic years 2022-2023 and 2023-2024.

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Description of SFCC Alcohol & Other Drugs prevention program elements

Serving more than 5,000 enrolled students at its seven campus locations across West Central Missouri, SFCC faculty, staff and administration are committed to supporting students in not only their academic and career pursuits, but in efforts to lead healthy and productive lifestyles. Key elements in that commitment include providing programs and activities which are alternatives to alcohol and other drug use, creating spaces on campus and guidelines within college policies that are expressly alcohol- and drug-free, and offering educational opportunities for students, employees and community members to understand the physical and legal impacts of alcohol and drug abuse as well as the endless options for creating and maintaining healthy lifestyles. Below is a summary of the AOD prevention program elements during the 2022-2023 and 2023-2024 academic years, which were the focus of the biennial review process.

The college's Alcohol & Other Drug prevention program at SFCC incorporates required training elements for both students and employees. Beginning in 2023, SFCC delivers mandatory prevention training modules to employees through the Vector web-based platform. Students living in campus housing and participating in NCJAA-sanctioned athletics began using the Vector platform for mandatory training programs in Fall 2024. Additionally, educational sanctions for student found in violation of the college's AOD policies and regulations are required to complete appropriate Vector training modules. Prior to the implementation of the Vector platform, students were directed to AOD policies and related sanctions through an online orientation (Roadrunner Ready) and through voluntary in-person training sessions at New Student Orientations and mandatory campus housing and athletic team meetings.

Employees were notified of college AOD prevention programs through New Employee Orientation programs.

SFCC scheduled educational programs at campus locations (primarily in Sedalia) for the purpose of educating students on the risks of AOD use and to encourage healthy lifestyles. Due to staff turnover during academic years 2022-2023 and 2023-2024, an exact inventory of the programs offered on campus was not available for this biennial review.

SFCC strives to maintain agreements with mental/behavioral health providers and treatment programs within the communities served by its campus locations. These partnership agreements allow students and employees access to important support and resources for dealing with AOD use – either their own or that of people in their lives. A formal agreement for virtual mental health services is maintained between the college and Central Methodist University Counseling Clinic. Additionally, a “same-day appointment” hotline was established between SFCC and Katy Trail Community Health allowing students with acute illness and injuries to be seen quickly at a Katy Trail clinic location. Students still have to establish care with at Katy Trail provider before they can

be scheduled for mental/behavioral health appointments. SFCC does not currently maintain an Employee Assistance Plan option for employees.

Pending changes to the SFCC AOD prevention program and other recommendations for improvements over the next two academic years are included in the section entitled “*Recommendations for 2024-2026*”.

AOD Program Goals (2022-2024)

In compliance with the Drug-Free School and Communities Act (DFSCA), and as outlined in [SFCC Regulation 2826](#), the following goals have been established and will be reviewed on a biennial basis, for the effectiveness of a college-wide Alcohol and Drug Abuse Prevention Programs:

- Promote campus activities and opportunities for engagement that are alcohol-free.
- Consistently enforce alcohol, tobacco and drug policies on campus, including campus housing.
- Physical activities, mental health awareness and general wellness events are promoted on campus.
- Educational programs and modules are available to students, faculty and staff and participation/completion is encouraged.
- Demonstrate a decline in incidents of alcohol, tobacco and drug violations on campus annually.
- Minimize the stigma associated with asking for help overcoming alcohol and drug abuse and addiction.

Additional recommendations for AOD prevention program goals and benchmarks for the next two academic years are included in the section entitled “*Recommendations for 2024-2026*”.

Distribution of Annual AOD notifications

The Drug-Free Schools and Communities Act (DFSCA) and subsequent legislation require an institution of higher education (IHE) to provide annual notification and distribution of its Alcohol and Drug Abuse program information to all students and employees in order to be eligible to receive funds or any other form of financial assistance under any Federal program, including participation in any federally funded or guaranteed student loan program. SFCC complies with this expectation in the following ways:

- Notifying all students and employees by SFCC email of the information on the Consumer Information page of the college’s website.
- Instructs students where to find the information during Student Orientation events

and on the Roadrunner Ready web-based orientation platform.

Suggestions for increased transparency relating to the annual notifications are included in the section entitled “*Recommendations for 2024-2026*”.

Policy & Regulation review

The standards of conduct relating to alcohol, tobacco and drug use on campus are outlined in SFCC Policy and Regulations, as published on the college website. Listed below are specific policy and regulations, brief excerpts from the respective statements and links to the appropriate published documents:

- [*Use of Alcoholic Beverages on Campus \(Policy & Regulation 1333\)*](#)

The serving of alcoholic beverages is permitted on college property or facilities only when approved by the college president.

- [*Community Use of College Facilities \(Regulation 1320\)*](#)

Alcohol and tobacco use are prohibited in all College facilities (including parking lots).

- [*Searches by College Personnel and/or Law Enforcement \(Policy & Regulation 2150\)*](#)

Property of the College and contents therein is subject to periodic inspection without notice, without student consent, and without a search warrant. Property may be searched by College administrators or staff who have reasonable suspicion that lockers, desks, and bags or purses, contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, or items posing a danger to the health or safety of students and staff.

- [*Student Code of Conduct \(Policy & Regulation 2610\)*](#)

Students may not at any time use, possess, or distribute any alcohol, narcotics, or other controlled substances on campus. Possession of prescription medication is allowed where expressly permitted by law. Students may not be publicly intoxicated while on campus or at a college-sponsored or supervised activity.

No student shall smoke, vape, puff or use tobacco products on campus except in vehicles.

- [*Student Athlete Drug Screening \(Policy & Regulation 2630\)*](#)

Substance abuse harms the athlete's health, and may violate state and/or federal law and the College's student code of conduct. Therefore, State Fair Community College will educate student athletes of the implications of substance abuse, and will assist student athletes with substance abuse prevention and recovery. As part of this education and assistance, the College will cause test student athletes for drug use.

In order to maintain a working, learning and clinical education environment that is safe and healthy for students, faculty, staff, and the patients cared for by our students; to ensure a positive reputation of the College and its graduates within the community; to minimize the number of accidental injuries to person or property; and, to adhere to clinical site and regulatory requirements, potential and current students in Health Sciences and in Commercial Driving Academy programs may be screened for drug and alcohol use according to respective handbooks.

- [*Campus Crime and Security \(Policy 2820 & Regulation 2828\)*](#)

Alcoholic Beverages - Students may not at any time use, possess, or distribute alcoholic beverages except as expressly permitted by the law and college regulations, or be publicly intoxicated while on campus or at college sponsored or supervised activities.

The possession of alcohol by anyone less than 21 years of age is illegal and all occurrences on campus will be reported to law enforcement.

Illegal Drugs - Students may not at any time use, possess, or distribute any narcotic or other controlled substances except where expressly permitted by law. All occurrences will be reported to local law enforcement. Violators may face criminal prosecution, fine, and imprisonment.

Organizations or groups violating the alcohol/illegal drug policy or laws may be subject to sanctions by the College.

- [*Drug-Free Workplace \(Regulation 4870\)*](#)

It is the College's goal to establish and maintain a work environment that is free from the effects of alcohol and controlled substances. While the College has no intention of intruding into private lives of its employees, it does expect employees to report for work in condition to perform their duties.

[*Driver Drug Testing \(Appendix A\)*](#)

- Campus Housing, Athletics Department and other academic programs maintain specific guidelines and sanctions relating to alcohol, tobacco and drug abuse. The respective student handbooks for each of those departments are available on the SFCC website (or using the links below):
 - [Guide to Residence Life](#)
 - SFCC Athletics
 - [Behavioral Health Support](#)
 - [Dental Hygiene](#)
 - [Diagnostic Medical Sonography](#)
 - [Health Information Technology](#)
 - [Nursing](#)
 - [Pharmacy Technician](#)
 - [Radiologic Technology](#)

- When a member of the campus community exhibits behavior or engages in activity that is in violation of college policy and regulations, disciplinary sanction may apply. The same is true for the use and/or abuse of alcohol or drugs on campus or during programs/activities sponsored by SFCC. The following sanctions are applicable for violations of the policy and regulations preceding this section:
 - [Searches by College Personnel and/or Law Enforcement](#)

Law enforcement officials will be contacted if any search produces a controlled substance, drug paraphernalia, weapons, stolen goods or evidence of a crime, in any case involving a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted. A student who refuses to submit to a search may be disciplined subject to the Student Code of Conduct discipline process.

- [Student Code of Conduct \(Policy & Regulation 2610\)](#)

The following sanctions may be imposed upon any member of the campus community found to have violated the student code of conduct:

1. Warning: A notice in writing to the student that the student is violating or has violated College regulations.

2. Probation: A written reprimand for violation of specified regulations, which is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to be violating any College regulation(s) during the probationary period.

3. Loss of Privileges: Denial of specified campus privileges for a designated period of time.
4. Fines: Previously established and published fines may be imposed. No official college transcript will be issued and registration for future courses or activities will be restricted until all disciplinary fines are paid in full.
5. Restitution: Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
6. Discretionary Sanctions or Remedial Measures: Work assignments, service to the College, counseling, mandatory training, or other related discretionary assignments (such assignments must have prior approval by the Campus Judicial Officer).
7. No Contact Order: A student may be restricted from contacting another student, employee or member of the campus community through verbal, written or electronic means, for a specified period of time or until otherwise rescinded by the Campus Judicial Officer.
8. Residence Hall Suspension: Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
9. Residence Hall Expulsion: Permanent separation of the student from the residence halls.
10. 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.
 - a. When the Campus Judicial Officer or CIRC recommends that a student be suspended, the date at which the student subsequently may apply for readmission will be specified. In no case will such a date be later than one calendar year after the effective date of the suspension. Appropriate notation will be made on the student's academic record. The suspended individual is responsible for initiating application for readmission. Such application will be reviewed by the Campus Judicial Officer who, at his/her discretion, may approve/deny the application.
 - b. Once the decision has been made to suspend a student, the suspension may begin immediately or, may become effective at the beginning of the following

semester. Should suspension be thus deferred, the student will be on disciplinary probation until the effective date of suspension.

11. Expulsion: Permanent severance from the College. Expulsion is the most serious disciplinary action which may be imposed and may be recommended by the Campus Judicial Officer or the CIRC.

a. An expelled individual will not be permitted to enroll unless the Campus Judicial Officer approves re-admittance, and no request for re-admittance will be considered until at least two (2) calendar years after the date of expulsion; and

b. A notation of the expulsion will be made on the individuals permanent record (including the date of expulsion).

The following sanctions may be imposed upon campus groups or organizations which are found to be responsible for violating the Student Code of Conduct:

1. Any sanctions listed above.

2. Deactivation: Loss of privileges, including college recognition, for a specified period of time.

- o [Student Athlete Drug Screening \(Policy & Regulation 2630\)](#)

A student-athlete in violation of this policy, including those who refuse to comply with the policy, shall be subject to the disciplinary procedures as outlined in this regulation.

- o [Separation from Employment \(Regulation 4730\)](#)

Progressive discipline including, but not limited to, suspension is encouraged where appropriate; however, the President may determine to proceed with dismissal without pursuing lesser sanctions if the President believes that dismissal is appropriate given the circumstances of the situation.

- o [Driver Drug Testing \(Appendix A\)](#)

Pursuant to federal regulations, the College will remove from the performance of safety-sensitive functions any covered employee determined to have violated the provisions of this Policy and will refer to a substance abuse professional those drivers who, based on testing conducted in conformity with federal regulations, have an alcohol concentration of 0.04 or greater and/or are determined to have a verified positive test result for drugs.

Based on its independent authority, the College reserves the right to impose additional consequences for violation of the provisions of this Regulation, including, but not limited to, placing the covered employee on indefinite unpaid leave or termination.

AOD Prevention Program Strengths & Weaknesses

When completing the biennial review of the SFCC AOD prevention programs and compliance with the DFSCA, a cross-departmental team of colleagues were selected to aid in the process so a broad representation of student and employee experiences, opinions and priorities were included. Colleagues participating in the biennial review included all departments/divisions/units of the college responsible for establishing and/or enforcing AOD prevention policies, establishing and/or facilitating student activities and events, and those responsible for student conduct.

A team used SFCC [Clery Report data](#), as published on the college's website, and compliance checklists as published in the "Complying with the Drug-Free Schools and Campuses Regulation [EDGAR Part 86]: A Guide for University and College Administrators" (2006). Using these resources as guidelines for best practices, the team identified the following as SFCC's strengths and weaknesses relating to its AOD prevention program over the previous two academic years:

Strengths:

- College administration was intentional about updating policies and regulations as changes in state and federal regulations mandated.
- Students and employees are notified annually where to locate compliance-related information on the Consumer Information webpage. For the past two years, this annual, emailed notification has been completed by the Financial Aid Office.
- Record-keeping for student conduct cases relating to AOD policy violations is maintained in the Maxient database. Repeated incidents and sanctions imposed are easy to access and monitor for trained administrators.
- Nearly all events and activities on campus are alcohol-free. Rare exceptions to this are clearly outlined in college policy and are restricted to events hosted by the SFCC Foundation or the Daum Museum.
- The college maintains strict prohibition of AOD in its campus housing facilities, regardless of age.
- The college's Smoke Free Campus policy is noted in window clings at the entrances of all campus facilities.
- Student Life schedules activities focused on personal well-being and promote positive, healthy norms.
- The college does not allow AOD advertising on campus, in publications or as sponsors of teams and/or events.

- SFCC closely monitors the approval of facility use by outside organizations and enforces the same policies and guidelines for guests on campus as for students and employees.
- Sanctions for AOD policy violations are progressive, but also include educational modules and support services like counseling and referrals to local/regional treatment programs.
- Both SFCC Athletics and Health Science programs have made updates to their drug-testing policies for students in recent years. Such updates have been designed to stay aligned with changing state and federal laws.
- SFCC currently meets the compliance requirements for under the DFSCA by publishing and distributing to student and employees all of the following:
 - Descriptions of the health risks associated with AOD use;
 - Descriptions of the applicable legal sanctions for AOD use under local, state and federal laws;
 - Descriptions of treatment, counseling, rehabilitation or re-entry programs in our communities;
 - Statements of the institution’s disciplinary measures regarding AOD use by students and employees.

Weaknesses:

- Updates to the college’s AOD prevention program documents published online had not been completed since 2020. Likewise, a biennial review was not completed in 2022.
- Distribution of the AOD prevention programs are included in a mass message to all SFCC students and employees annually directing them to the Consumer Information page. SFCC could do a better job of communicating the AOD prevention programs requirements more directly.
- SFCC highlights the Student Code of Conduct briefly in both Roadrunner Ready and New Student Orientation events, but could do a better job of communicating the AOD prevention program requirements more specifically.
- Other than the annual disclosure by email, there are no additional provisions for communicating the AOD prevention program to new students who begin during different parts of term or different semesters.
- The college has not completed a campus climate survey relating to alcohol and drug use for students or employees.
- Alcohol- and drug-free spaces for students to “hang out” in after typical business hours are lacking.
- A significant spike in disciplinary referrals for liquor law violations on campus between calendar year 2022 and 2023 is likely the result of under-reporting and inconsistent sanctions over time. A change in personnel in key positions is expected to show more realistic reflections of student AOD disciplinary sanctions.

Recommendations for 2024-2026

Keeping the strengths and weaknesses of the SFCC AOD prevention program in mind over the past two academic years and incorporating best practice guidelines from U.S. Department of Education, the biennial review team identified the following as recommendations for continued improvement of the AOD prevention programs throughout the next two academic years (2024-2025 and 2025-2026):

- Build out and track the AOD prevention and general wellness program throughout each semester. Publicize them in advance through social media while maintaining the inventory of past events for the next biennial review.
- Include compliance-related disclosures in post-admit communications through Slate in order to ensure ALL new students receive it.
- Expand on the annual disclosure email so that key compliance pieces (like DFSCA) are highlighted.
- Complete the campus climate survey as soon as possible, and reconvene this group (if necessary) to review the results and make further recommendations.
- Join Missouri Partners in Prevention for assistance with professional development, student education programming and other compliance-related resources.
- Support the creation of social spaces on campus for students and expanded hours of offices and resources.
- Support the expansion of evening courses and weekend activities/program options.
- Incorporate training of faculty and staff in the recognition of behavioral indicators, norms and attitudes related to AOD use.
- Make use of the newly-installed “Big Boards” on campus to convey positive, healthy messaging and to promote AOD prevention program(s).
- Consider the subtle messaging behind the sale of shot glasses, beer steins/mugs and other alcohol-related items or “tongue-in-cheek” titles are given to events and activities (such as “Club Crawl”).
- Strengthen and/or formalize relationships with mental/behavioral health providers in our communities, and consider allowing campus spaces to be used by recovery groups.
- Promote the full-implementation of the UniteUs platform, including as a resource for employees.
- Work with Canvas administrators to create link for Vector prevention program courses for students.
- Update and improve delivery of AOD prevention program efforts in Roadrunner Ready and in-person orientation events.
- Gather quotes for reinstating an employee assistance programs as a benefit for SFCC employees.
- Continue steps towards consistent policy enforcement and sanctions through quality training among relevant staff – including campus housing Resident Assistants.
- Connect with other colleges and universities to find examples of what they are doing well relating to AOD prevention programs.

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