

OZARKS TECHNICAL COMMUNITY COLLEGE

Biennial Review of the Alcohol and Drug Policies, Procedures, Support Services and Educational Programs at Ozarks Technical Community College for the period of July 1, 2016 through June 30, 2018 as required by the Drug-Free Schools and Campuses Act.

Compiled by:
Biennial Review Committee
Ozarks Technical Community College
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Introduction

Ozarks Technical Community College is committed to supporting the safety and health of its students and employees in furtherance of its mission to provide accessible, high quality and affordable learning opportunities that transform lives and strengthen the communities we serve. As part of that commitment, the college has implemented system-wide alcohol and drug abuse prevention programming. This programming incorporates a series of strategies including policies/procedures, formal notifications, education, cross-college collaboration, interventions, enforcement, and services.

The college monitors the effectiveness of this programming. This report is the result of a biennial review of OTC's alcohol and drug prevention programming, in compliance with Federal Drug Free Schools and Campuses Regulations (34 C.F.R. Part 86).

Biennial Review Process

In support of the safety and health of its students and employees, and pursuant to its obligation to conduct a biennial review of its drug and alcohol abuse prevention programs, OTC has authorized an administrative review of those programs to be completed every two years. The purpose of this review is (1) to consider whether the college is meeting its obligations under the Federal Drug Free Schools and Campuses Regulations, (2) to summarize the related policies, procedures and programs, and (3) to recommend any appropriate enhancements to those policies, procedures and programs.

OTC has formed a committee to conduct the 2016-2017/2017-2018 biennial review. Dean of Students Karla Gregg and Assistant Dean of Students Joyce Bateman served as co-chairs of that committee. Other members include:

- Dr. Joan Barrett, Vice Chancellor for Student Affairs
- Dr. Loren Lundstrom, Dean of Student Development
- Tim Baltes, Associate Vice Chancellor, Human Resources and Workforce Development
- Scott Leven, College Director of Safety and Security
- James Carpenter, Director of Counseling Services
- Misty Tollett, Analyst, Research and Strategic Planning

The following materials, policies and programs were examined as part of this biennial review:

- U.S. Department of Education, Complying with the Drug-Free Schools and Campuses Regulations, A Guide for University and College Administrators
- Campus Prevention Network, Complying with the Drug-Free Schools and Campuses Regulations, A Guide for University and College Administrators
- EDGAR Part 86 – Drug-Free Schools and Campuses Regulations, <https://ifap.ed.gov/regcomps/attachments/86.pdf>
- Presentation – *Fulfilling the Requirements of the Drug-Free Schools and Campuses Mandate*, Missouri Partners in Prevention Meeting of the Minds Conference, April 9, 2015
- Webinar – *What Clery Compliance Officers and Other Key Leaders on Your Campus Need to Know about the Drug-Free Schools and Communities Act of 1989*, March 24, 2016
- OTC's College Catalog and Student Handbook <https://catalog.otc.edu/>
- OTC's Annual Security Reports <https://services.otc.edu/security/annual-security-report/>
- OTC's Drug and Alcohol Prevention Policy 5.37 <https://about.otc.edu/policies/article-v-student-services/5-37-drug-and-alcohol-prevention/>

- OTC's Drug-Free Workplace Policy 3.47 <https://about.otc.edu/policies/article-iii-personnel/3-47-drug-free-workplace/>
- OTC's Public Disclosures webpage (Under "Annual Notices: Drug and Alcohol Prevention" - <https://about.otc.edu/public-disclosures/>)
- OTC's Sexual Misconduct Policy 4.06 (contains an amnesty clause related to drug and alcohol use) <https://about.otc.edu/policies/article-iv-operations/4-06-sexual-misconduct/>
- OTC's Standards of Student Conduct Policy 5.15 (contains clauses explicitly prohibiting drug and alcohol use, distribution, manufacture, sales and being present on campus or at college sponsored activities while under the influence) <https://about.otc.edu/policies/article-v-student-services/5-15-standards-of-student-conduct/>
- OTC's Student Disciplinary and Appeals Process Policy 5.16 (outlines disciplinary procedures and possible sanctions for students found responsible for violating college policies) <https://about.otc.edu/policies/article-v-student-services/5-16-student-discipline-grievances-and-appeals-process/>
- OTC's Student Services Code of Conduct Alcohol/Drug Violations
- Summary of OTC's alcohol and other drug-free programming/events

Annual Notification Process

Students

In August 2016, OTC developed a notice that is sent to all enrolled students' official student email accounts. This notice covers the following:

- Standards of conduct prohibiting unlawful possession, use or distribution of illicit drugs and alcohol on the institution's property or as part of its activities
- A description of the health and safety risks associated with the use of illicit drugs and abuse of alcohol
- A description of applicable legal sanctions under local, state and federal law
- A description of available counseling services, referrals and educational programs
- A statement and description of the disciplinary sanctions the institution will impose on students and employees.

This notice is attached as Appendix A. It replaced a document that was previously published only on the college's Public Disclosures webpage.

In addition, a specific procedure was developed in August 2016 to ensure this notice is provided in writing to students at various times throughout the year. During the second week of the fall and spring semesters and the first week of summer semesters, all currently enrolled students are identified and sent four notices via their official student email account. The notices are:

- Public Disclosure Notification to All Students (includes full text of DAAPP, see Appendix A)
- FERPA Notification to All Students
- Updating Your Contact Information
- Importance of Attending Classes

After the first week of Second Block courses for each semester, this process is repeated to catch any students admitted to the institution after the first mailing. The chart below outlines the percentage of students successfully notified each semester.

SEMESTER	NOTICES SENT	TOTAL NUMBER OF STUDENTS REGISTERED	OVERALL PERCENTAGE
Fall 2016	12,152	13,260	91.64%
Spring 2017	11,412	11,998	95.12%
Summer 2017	3,912	4,108	95.23%
Fall 2017	11,457	11,465	99.93%
Spring 2018	11,170	11,750	95.06%
Summer 2018	4,173	4,186	99.69%

Employees

All college employees have access to the college’s policies, procedures and resources related to drug and alcohol use on the college website. Drug and alcohol abuse treatment information and related resources are also made available to full-time employees through the college’s employee health insurance plan, the Magellan EAP and the OTC Health and Wellness Center. Community resources and referrals are also available for all students and employees through the Counseling Services Office.

An enhanced employee notice and process for notification is currently under development and will be implemented August 1, 2018. In addition to the current resources outlined above, the new process will involve the following components:

- New full-time employees will receive the DAAPP materials as part of the new employee orientation which they attend within the first six months of their hire date.
- Part-time employees will receive the DAAPP notice via their official employee email account immediately following their hire date.
- All college employees will receive the DAAPP notice annually each August via their official employee email account.

Educational Services, Programs and Activities

OTC strives to ensure that our students and employees have a rich and worthwhile educational experience in a civil environment and is committed to providing ongoing educational support and resources on alcohol and drug abuse for our institutional community.

Through a variety of services and prevention activities, OTC’s Counseling Services department along with support from our Behavioral Intervention Team provide this ongoing support to students and employees in the area of drug and alcohol awareness and prevention. The following programs and services were available during the past two years (2016-2017/2017-2018). A detailed description of each program or service can be found in Appendix C.

1. Personal, mental health counseling services for currently enrolled students.
2. Community resources and referral services for students and employees.
3. Online resources for students and employees.
4. Drug and alcohol prevention and awareness activities for students and employees.
5. Prescription Drug Abuse Prevention Pilot Program through EverFi for students and employees.

Alcohol and Drug Violations Enforcement Analysis

The table below shows the number of alcohol and other drug arrests and referrals for disciplinary action as reported in the OTC 2017 Annual Security Report. This chart consolidates statistics from each of the five campus locations for the calendar years 2015-2017. Data for the 2018 calendar year will be available in the fall 2019. The full annual security reports from each campus can be found at <https://services.otc.edu/security/reports/>.

Arrests & Referrals	2015	2016	2017	Totals
Alcohol violations	7	5	1	13
Drug violations	1	7	2	10

The Office of the Dean of Students is responsible for enforcement of AOD policies for students. The Human Resources office is responsible for employee conduct violations related to alcohol and drugs. The table below summarizes sanctions imposed for student and employee incidents involving alcohol and drugs that were reported to campus officials.

Sanctions Imposed	2015	2016	2017	Totals
Student sanctions				
Reprimand	1	1	1	3
Probation	1	3	0	4
Suspension	0	1	4	5
Employee actions				
Resigned	0	1	0	1
Terminated	0	0	1	1

Assessment

Drug and Alcohol Abuse Prevention Program (DAAPP) Survey

During the spring 2018 semester, OTC employees and currently enrolled OTC students were invited to participate in an anonymous DAAPP survey for employees or for students. The surveys were created under the guidance of OTC's Research and Strategic Planning department and member of OTC's DAAPP committee. A copy of each survey and survey results are located in Appendix B. The data gathered by these surveys was intended to help determine, but not limited to, student and employee knowledge of policies in place to address alcohol and other drug use and services available for those in need of support for alcohol and other drug use concerns. The data was also intended to inform where OTC may have gaps in its DAAPP.

Survey Overview

- 514 students completed the student DAAPP survey
 - 88% were degree/certificate seeking
 - 71% identified as female
 - 59% were between 18-29 years of age, with the largest group of respondents between the ages of 18-20

- 555 employees completed the employee DAAPP survey
 - 58% were full time (administrator, faculty or staff) with the largest group of respondents being full-time staff (26%) and adjunct faculty (27%)
 - 61% identified as female
 - 24% had supervisory positions

Student Survey Highlights

- 83% of student respondents indicated they were aware that OTC had a policy concerning student alcohol and other drug use.
- 56% of student respondents indicated OTC provided accurate and current information to students concerning the effects and health risks associated with the use and abuse of alcohol and other drugs.
- Most students had not attended or were not aware that OTC offered alcohol and other drug use prevention and awareness programs (92%) but the majority of students were aware that OTC provided counseling services (88%) and 50% indicated they were aware of OTCCares and the Behavioral Intervention Team (BIT).
- Half of the student respondents indicated they knew where to refer a classmate or other student for help at OTC if they had an alcohol or other drug use problem.
- 95% of the student respondents indicated student academic performance is at least sometimes negatively affected by alcohol and other drug use.

Employee Survey Highlights

- 88% of employee respondents indicated they were aware that OTC had a policy concerning employee alcohol and other drug use and 91% were aware that OTC had a policy concerning student alcohol and other drug use.
- 63% indicated OTC offered alcohol or other drug prevention and awareness services/programs for employees and 69% indicated knowledge of services/programs for students.
- 55% were not aware of professional development opportunities available to help employees identify students or colleagues who may have problems with alcohol or other drugs.
- 75% indicated they know where they could refer a student or colleague who they suspected had alcohol or other drug problems. Those who wrote in comments indicated they would use the OTCCares/BIT online reporting system, contact Counseling Services or their supervisor in these instances. Several also commented that they know where to refer a student (BIT/OTCCares or Counseling) but were unsure where to refer a colleague.
- 89% of employee respondents indicated they were aware of OTCCares and the BIT.

Website Hits

In addition to the DAAPP Survey results, Counseling Services has consulted with OTC's web services to determine the number of visits or "hits" were made to the drug and alcohol resources located on the Counseling Services webpages.

Counseling Services referral guide for substance abuse

(<https://students.otc.edu/counselingservices/referral-guides/substance-abuse/>)

A total of 11 page views were recorded between July 1, 2016 and June 30, 2017.

A total of 80 page views between July 1, 2017 and June 30, 2018 have been recorded.

External Links

Two of the resources are external links (www.drugscreening.org and startyourrecovery.org). Individual usage of these external sites cannot be obtained.

Summary of Findings

The Biennial Review Committee has considered the overall effectiveness of OTC's DAAPP. The Committee believes that, in light of the college's position as a local community college and its available resources, services and personnel, overall, the college's drug and alcohol abuse prevention program is effective.

During the course of its review, the Committee identified the following strengths/positives with the college DAAPP during the two year review period:

Strengths:

- Survey results indicate that employees and students are aware that policies exist and students are also aware in large part of the health consequences.
- Employees are aware of OTCCares/BIT as an effective mechanism to report concerns and enlist support for students
- Counseling Services and the Behavioral Intervention Team provide a wide variety of resources to help educate and support students about drug and alcohol abuse, health risks and resources.
- The number of voluntary participations who completed the Prescription Drug Abuse Prevention Pilot Program through EverFi was much higher than expected.

During the course of its review, the Committee identified the following areas for improvement/further consideration with the college DAAPP:

Recommended areas of improvement:

- Add professional development for employees to include the areas of alcohol and other drug use, recognizing the signs of alcohol and other drug abuse and referral recommendations.
- Enhance clarity in educating employees on how to refer a co-worker for help.
- Enhance clarity in providing information about substance use treatment benefits and services for both full and part-time employees.
- Formalize assessment of substance use awareness and prevention activities provided through Counseling Services.
- Survey
 - Consider annual DAAPP survey of employees and students
 - Research Partners in Prevention Missouri College Behavioral Health Survey
- Revisit Counseling Services webpages and online resources
 - Secure one location for all substance use education materials and screenings
 - Consider sending link to these resources in the CANVAS message alerts

- Adjust “key word” searches for ease in locating information on the OTC webpages
- Research evidence-based AOD programs and services for Counseling Services (e.g. alcohol.edu)
- Better utilize OTC’s social media platforms (Facebook, Twitter) to inform college of health risks, drug and alcohol awareness events
- Complete and implement the annual notification for employees

As the college considers and implements these efforts, they will be evaluated and adjusted as needed to accomplish the overall goal of emphasizing the importance of drug and alcohol abuse prevention to the college community.

Approval

This report was presented to and approved by the Chancellor in August 2018



Chancellor’s Signature

APPENDICES

APPENDIX A

Student Notification

Dear Student,

We are federally required to make available to the general public, all information regarding public disclosures and annual reports for OTC. As an OTC student, you have the right to know this information and where to find it. Please view the public disclosure and annual report information [here](#). If you have any questions regarding this information, please contact righttoknow@otc.edu.

Drug and Alcohol Abuse Prevention Program

Ozarks Technical Community College is committed to providing a safe, positive and healthy environment for students and employees. In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, Ozarks Technical Community College has established a drug and alcohol abuse prevention program for students and employees. This program is designed to raise awareness across the institution about the risks of, policies governing and available resources for alcohol and drug abuse. OTC policies provide, in part, that no student or employee shall consume, possess, manufacture, distribute or sell any unauthorized alcoholic beverages or illicit drugs or be under the influence of such substances on College owned or controlled property or at events sponsored by OTC. In observance of state law, no person under the age of twenty-one (21) may purchase or attempt to purchase, or have in his or her possession, any alcoholic or intoxicating beverage on the College premises or at College sponsored events. OTC complies with all laws related to underage drinking, and any violation of the state's underage drinking laws will be referred to the appropriate authorities.

In accordance with legal mandates, OTC policies [3.47](#) and [5.37](#) and its commitment to providing a drug and alcohol-free workplace and learning environment, OTC will implement and enforce the following Drug and Alcohol Abuse Prevention Program elements:

1. The possession, purchasing, selling, or consumption of alcoholic beverages on college property (except as authorized in the course of a curricular program, e.g. Culinary Arts), or being present on campus while under the influence of such is strictly prohibited.
2. The unlawful possession, use, manufacture, distribution, or dispensation of illicit drugs or being present on campus or at college-sponsored functions while under the influence of such is strictly prohibited.
3. Students who violate these policies will be subject to [disciplinary action](#), severity of which will be based on the seriousness of the offense. Sanctions will be applied consistently and may range from an informal reprimand to dismissal from the college. Employees who violate these policies will be subject to disciplinary action ranging from an informal reprimand to termination of employment depending upon the seriousness of the offense. If the conduct resulting in discipline also involves a violation of state or federal law then the College will refer the matter to the appropriate authorities for prosecution.

Commonly Imposed Disciplinary Sanctions for On-Campus Policy Violations

Minor violations, such as first offense intoxication or possession of small amount of alcohol or illegal drugs:

- Written reprimand
- Disciplinary probation up to one year and/or
- Referral for substance abuse evaluation/treatment (optional)

Subsequent or major violations, such as on-campus use, distribution or manufacture of alcohol or illegal drugs:

- Suspension for a period up to one year and/or
- Disciplinary probation up to one year and/or
- Referral for substance abuse evaluation/treatment (optional)

4. Local, state and federal laws also prohibit the unlawful possession, use, distribution, and sale of alcohol and illicit drugs.

Federal law prohibits, among other things, the manufacturing, distributing, selling and possession of controlled substances as outlined in 21 United States Code, Sections 801 through 971. Depending on the amount, first offense maximum penalties for trafficking marijuana range from up to five years' imprisonment and a fine of up to \$250,000 to imprisonment for life and a fine of \$4 million. Depending on the amount, first offense maximum penalties for trafficking other controlled substances (e.g., methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl and fentanyl analogue) range from five years to life imprisonment and fines range from \$2 to \$4 million. First offense penalties and sanctions for the illegal possession of small amounts of controlled substances, including marijuana, range from up to one year in prison or a fine of at least \$1,000. Penalties are more severe for subsequent offenses.

Convictions for federal drug offenses can also result in a student's loss of eligibility for federal financial aid.

State law and local law also provide penalties for violations of laws relating to the unlawful manufacture, sale, use or possession of controlled (and/or imitation of) controlled substances and alcohol. In addition, states and localities have laws relating to underage drinking, driving while intoxicated or under the influence of alcohol and/or illicit drugs. Sanctions for violations may range from local citation to state law felonies. Penalties may range from small fines to prison terms, depending on the violation and past criminal history of the individual.

5. Serious health risks are associated with the use of illicit drugs and alcohol. Some, but not all, of the risks are listed below:

- Alcohol and other depressants: Consumption of alcohol and other depressants causes a number of marked changes in behavior. Even low doses significantly impair judgment and coordination required for safety and care. Use of alcohol and depressants can lead to addiction and accidents as a result of impaired ability and judgment.

- Marijuana: Use of marijuana can lead to panic reactions, impaired short term memory, increased risk of lung cancer and emphysema, particularly in cigarette smokers, and impairment of driving ability.
- Cocaine: Addiction, heart attack, seizures, lung damage, severe depression, paranoia, and psychosis. Similar risks are associated with other stimulants, such as speed and uppers.
- Hallucinogens: Unpredictable behavior, emotional instability, violent behavior, and organic brain damage in heavy users, convulsions and coma.
- Narcotics (Heroin, Morphine, Codeine, etc.): Addiction, accidental overdose, risk of hepatitis and AIDS from contaminated needles.
- Inhalants (Gas, aerosols, glue, etc.): Loss of consciousness, suffocation, damage to the brain and central nervous system, sudden death, nausea and vomiting, nosebleeds and impaired judgment.
- For more information about the health risks associated with alcohol and particular types of drugs, please visit: <https://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts>

6. Any student or employee may contact OTC's [Counseling Services department](#) for crisis intervention or for information about available community resources and referral assistance for drug or alcohol counseling, treatment, rehabilitation or re-entry services. OTC's Counseling Services provides educational information on drug and alcohol abuse through the distribution of printed materials, a website that includes substance abuse-related resources and online screenings as well as scheduled programming throughout the academic year. Other resources are also available, including, but not limited to, the following:

- Substance Abuse and Mental Health Service Administration (SAMSHA) (<https://www.samhsa.gov/>)
- National Institute on Drug Abuse (<https://www.drugabuse.gov/>)
- National Institution on Alcohol Abuse and Alcoholism (<https://www.niaaa.nih.gov/>)
- Alcoholics Anonymous (<https://www.aa.org/>)
- Narcotics Anonymous (<https://www.na.org/>)

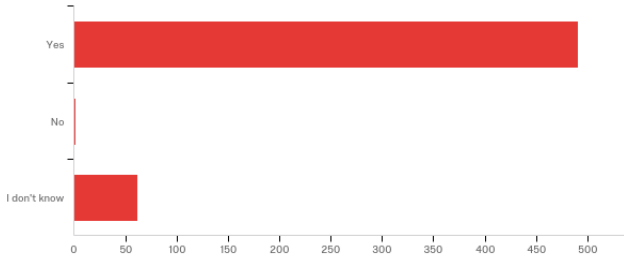
For more information about OTC's Drug and Alcohol Abuse Prevention Program, contact the Office of the Dean of Students, deanofstudents@otc.edu, or Counseling Services, counseling@otc.edu.

Sincerely,

Joyce R. Bateman
 Dean of Students
 417-447-6973
batemanj@otc.edu

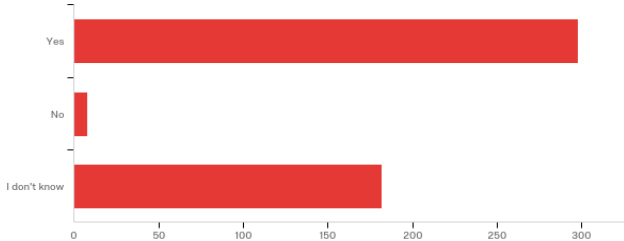
Appendix B
Alcohol & Other Drug Use Awareness Survey for OTC Employees Responses
Spring 2018

1. Does OTC have a policy concerning employee alcohol and other drug use?



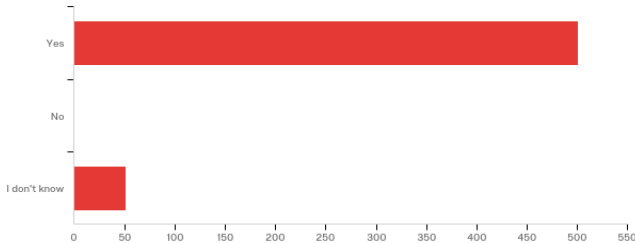
#	Answer	%	Count
1	Yes	88.47%	491
2	No	0.36%	2
3	I don't know	11.17%	62
	Total	100%	555

2. Are alcohol and other drug use policies consistently enforced with employees at OTC?



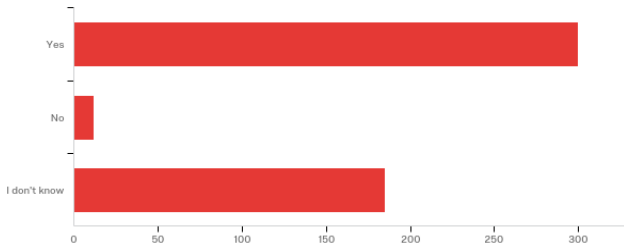
#	Answer	%	Count
1	Yes	61.07%	298
2	No	1.64%	8
3	I don't know	37.30%	182
	Total	100%	488

3. Does OTC have a policy concerning student alcohol and other drug use?



#	Answer	%	Count
1	Yes	90.60%	501
2	No	0.18%	1
3	I don't know	9.22%	51
	Total	100%	553

4. Are alcohol and other drug use policies consistently enforced with students at OTC?

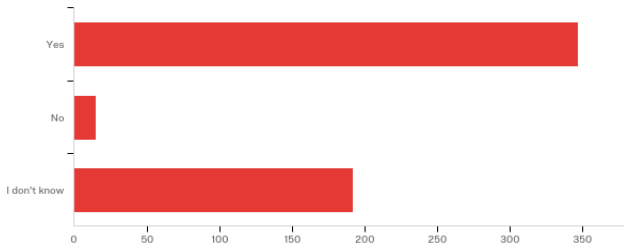


#	Answer	%	Count
1	Yes	60.36%	300
2	No	2.41%	12
3	I don't know	37.22%	185
	Total	100%	497

Alcohol & Other Drug Use Awareness Survey for OTC Employees Responses
Spring 2018

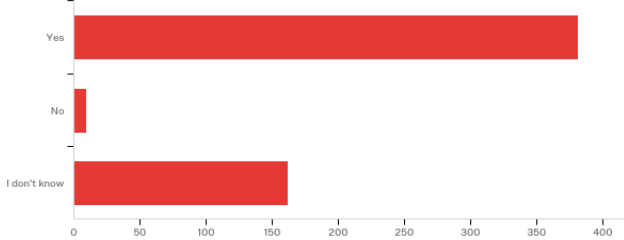
5. Does OTC offer alcohol or other drug prevention and awareness services/programs for employees?

#	Answer	%	Count
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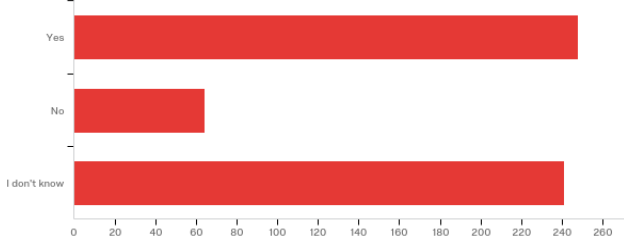
1	Yes	62.64%	347
2	No	2.71%	15
3	I don't know	34.66%	192
	Total	100%	554

6. Does OTC offer alcohol or other drug prevention and awareness services/programs for students?



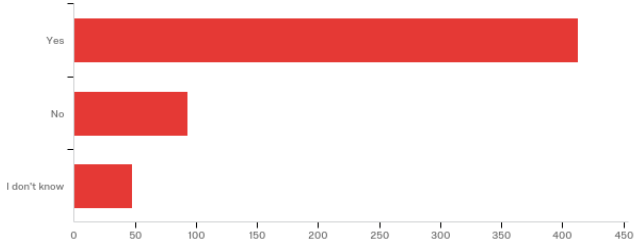
#	Answer	%	Count
1	Yes	69.08%	382
2	No	1.63%	9
3	I don't know	29.29%	162
	Total	100%	553

7. Is professional development provided so that employees can identify students or colleagues who may have problems with alcohol or other drugs?



#	Answer	%	Count
1	Yes	44.85%	248
2	No	11.57%	64
3	I don't know	43.58%	241
	Total	100%	553

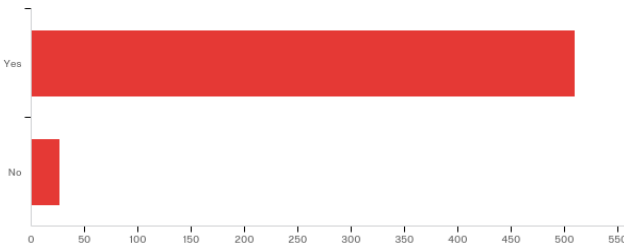
8. If you had a student or a colleague who you suspected had alcohol or other drug problems, would you know where to refer him/her for help at OTC?



#	Answer	%	Count
1	Yes	74.55%	413
2	No	16.79%	93
3	I don't know	8.66%	48
	Total	100%	554

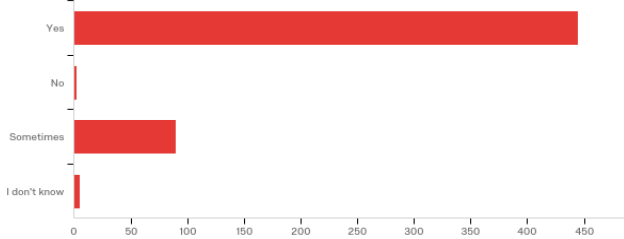
**Alcohol & Other Drug Use Awareness Survey for OTC Employees Responses
Spring 2018**

9. Do you think institutions of higher education should be involved in alcohol and other drug use prevention and awareness efforts for employees and students?



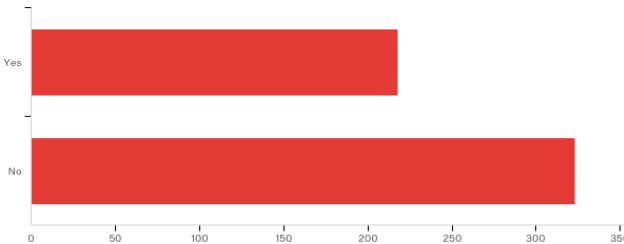
#	Answer	%	Count
1	Yes	94.97%	510
2	No	5.03%	27
	Total	100%	537

10. Do you believe student academic performance is negatively affected by alcohol and other drug use?



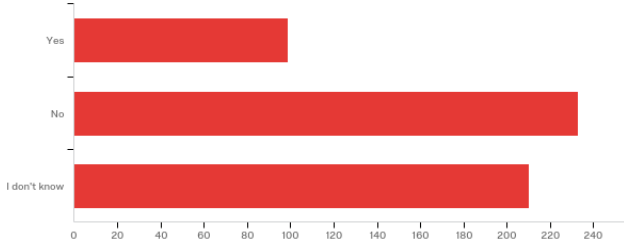
#	Answer	%	Count
1	Yes	82.10%	445
2	No	0.37%	2
3	Sometimes	16.61%	90
4	I don't know	0.92%	5
	Total	100%	542

11. Have you personally been aware of a student(s) whose academic performance has been affected by alcohol and other drug use?



#	Answer	%	Count
1	Yes	40.30%	218
2	No	59.70%	323
	Total	100%	541

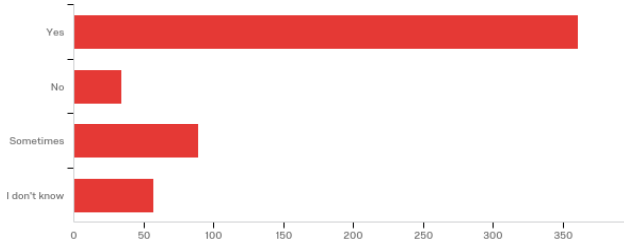
12. Do you consider alcohol or other drug use at OTC to be a problem among students?



#	Answer	%	Count
1	Yes	18.27%	99
2	No	42.99%	233
3	I don't know	38.75%	210
	Total	100%	542

**Alcohol & Other Drug Use Awareness Survey for OTC Employees Responses
Spring 2018**

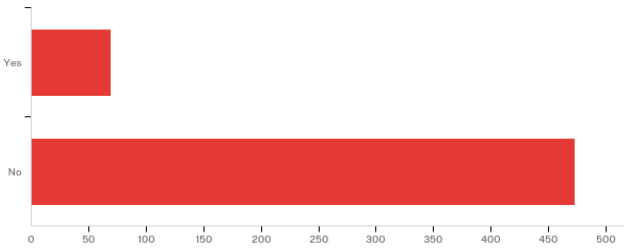
13. Do you believe employee work performance is negatively affected by alcohol and other drug use?



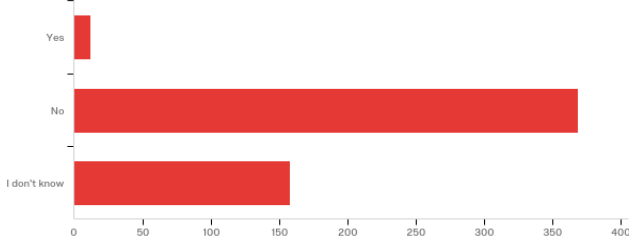
#	Answer	%	Count
1	Yes	66.73%	361
2	No	6.28%	34
3	Sometimes	16.45%	89
4	I don't know	10.54%	57
	Total	100%	541

14. Have you personally been aware of an OTC employee whose work performance has been negatively affected by alcohol or other drug use?

#	Answer	%	Count
1	Yes	12.73%	69
2	No	87.27%	473
	Total	100%	542

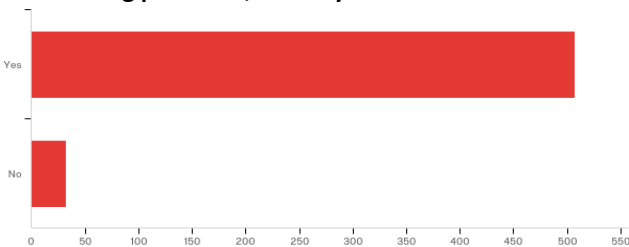


15. Do you consider alcohol or other drug use at OTC to be a problem among employees?



#	Answer	%	Count
1	Yes	2.23%	12
2	No	68.46%	369
3	I don't know	29.31%	158
	Total	100%	539

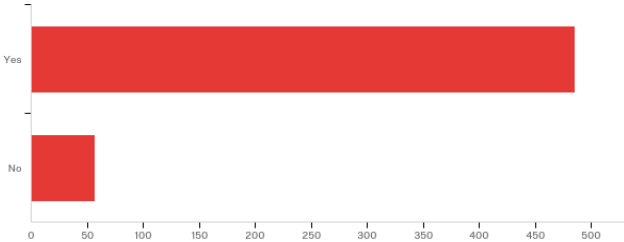
16. If you knew how to refer students or colleagues to appropriate services for suspected alcohol and other drug problems, would you refer them to such services?



#	Answer	%	Count
1	Yes	94.06%	507
2	No	5.94%	32
	Total	100%	539

**Alcohol & Other Drug Use Awareness Survey for OTC Employees Responses
Spring 2018**

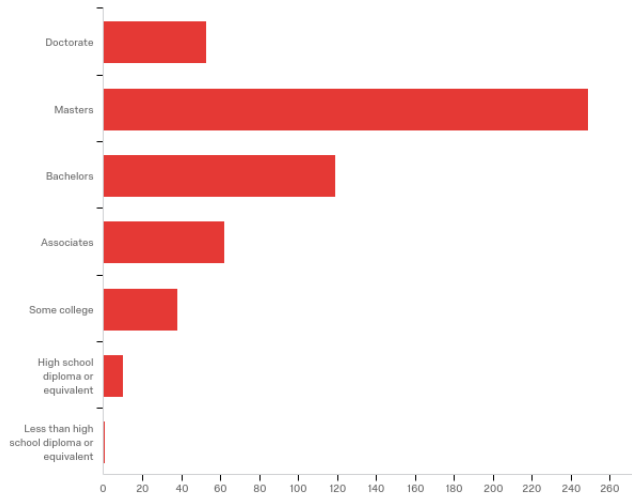
17. Are you aware of OTCCares and the Behavioral Intervention Team?



#	Answer	%	Count
1	Yes	89.48%	485
2	No	10.52%	57
	Total	100%	542

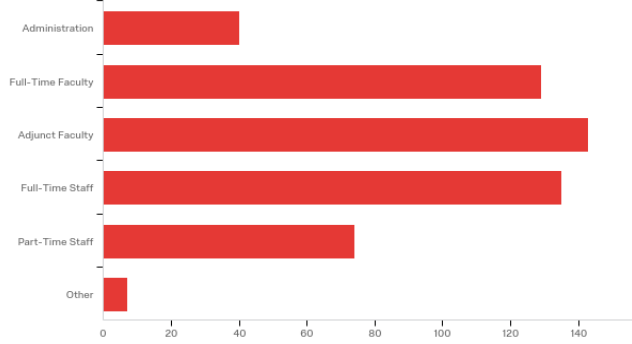
18. What is your highest level of education received?

#	Answer	%	Count
1	Doctorate	9.96%	53
2	Masters	46.80%	249
3	Bachelors	22.37%	119
4	Associates	11.65%	62
5	Some college	7.14%	38
6	High school diploma or equivalent	1.88%	10



7	Less than high school diploma or equivalent	0.19%	1
	Total	100%	532

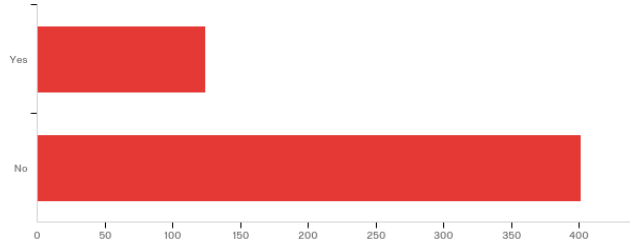
19. What is your employee status?



#	Answer	%	Count
1	Administration	7.58%	40
2	Full-Time Faculty	24.43%	129
3	Adjunct Faculty	27.08%	143
4	Full-Time Staff	25.57%	135
5	Part-Time Staff	14.02%	74
6	Other	1.33%	7
	Total	100%	528

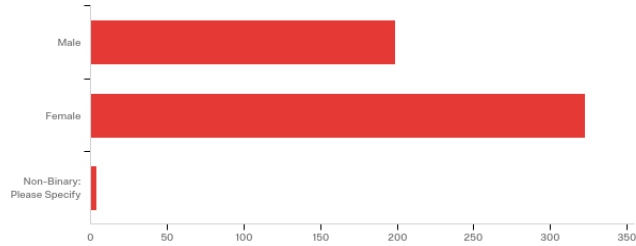
Alcohol & Other Drug Use Awareness Survey for OTC Employees Responses Spring 2018

20. Do you have a supervisory role?



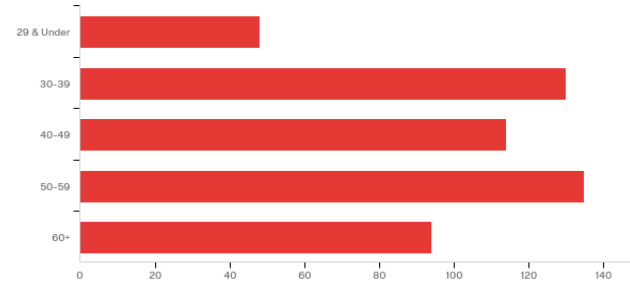
#	Answer	%	Count
1	Yes	23.62%	124
2	No	76.38%	401
	Total	100%	525

21. What is your gender?



#	Answer	%	Count
1	Male	37.83%	199
2	Female	61.41%	323
3	Non-Binary: Please Specify	0.76%	4
	Total	100%	526

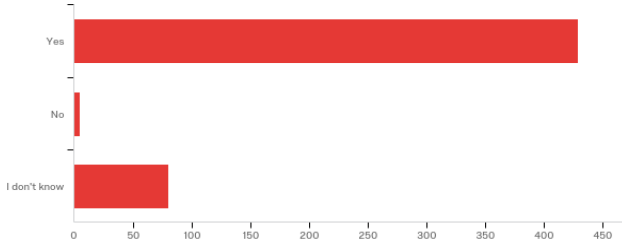
22. What is your age range?



#	Answer	%	Count
1	29 & Under	9.21%	48
2	30-39	24.95%	130
3	40-49	21.88%	114
4	50-59	25.91%	135
5	60+	18.04%	94
	Total	100%	521

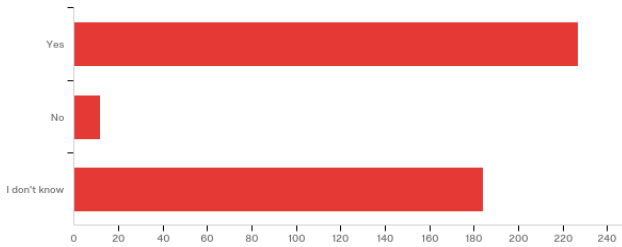
Alcohol & Other Drug Use Awareness Survey for OTC Students
Spring 2018

1. Does OTC have a policy concerning student alcohol and other drug use?



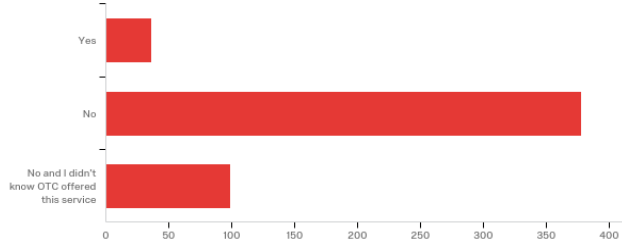
#	Answer	%	Count
1	Yes	83.46%	429
2	No	0.97%	5
3	I don't know	15.56%	80
	Total	100%	514

2. Are alcohol and other drug use policies consistently enforced with students at OTC?



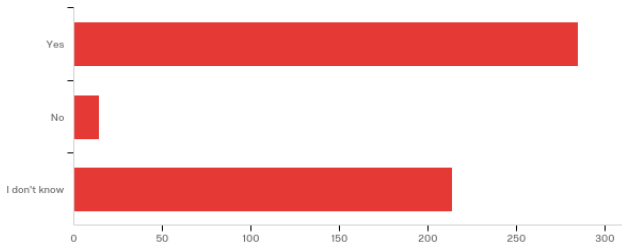
#	Answer	%	Count
1	Yes	53.66%	227
2	No	2.84%	12
3	I don't know	43.50%	184
	Total	100%	423

3. Have you ever attended an alcohol and other drug use prevention and awareness program at OTC?



#	Answer	%	Count
1	Yes	7.02%	36
2	No	73.68%	378
3	No and I didn't know OTC offered this service	19.30%	99
	Total	100%	513

4. Does OTC provide accurate and current information to students concerning the effects and health risks associated with the use and abuse of alcohol and other drugs?

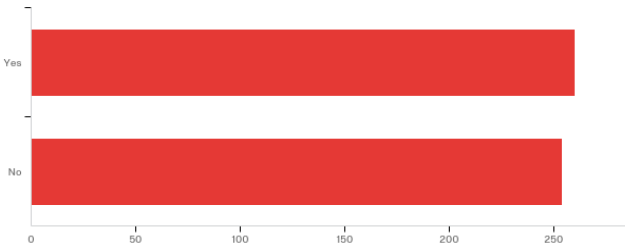


#	Answer	%	Count
1	Yes	55.56%	285
2	No	2.73%	14
3	I don't know	41.72%	214
	Total	100%	513

Alcohol & Other Drug Use Awareness Survey for OTC Students
Spring 2018

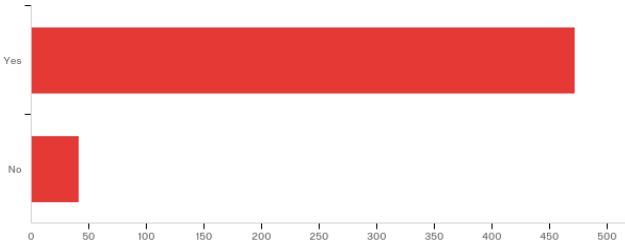
5. Would you know where to refer a classmate or other student for help at OTC if they had an alcohol or other drug use problem?

#	Answer	%	Count
1	Yes	50.58%	260
2	No	49.42%	254



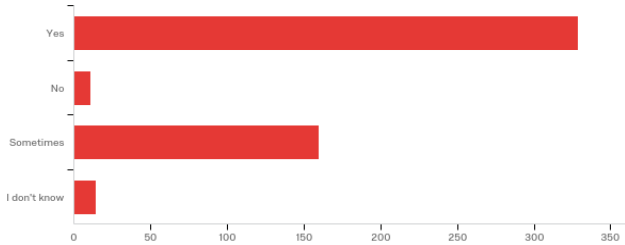
Total	100%	514
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6. Do you think colleges and universities should be involved in alcohol and other drug use prevention and awareness efforts?



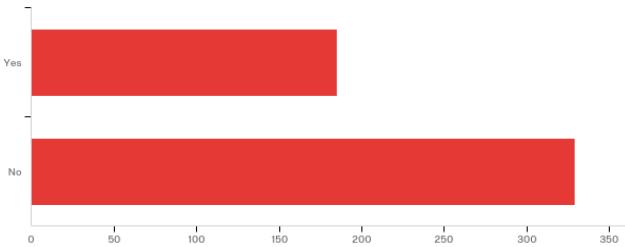
#	Answer	%	Count
1	Yes	92.01%	472
2	No	7.99%	41
	Total	100%	513

7. Do you believe student academic performance is negatively affected by alcohol and other drug use?



#	Answer	%	Count
1	Yes	64.01%	329
2	No	2.14%	11
3	Sometimes	31.13%	160
4	I don't know	2.72%	14
	Total	100%	514

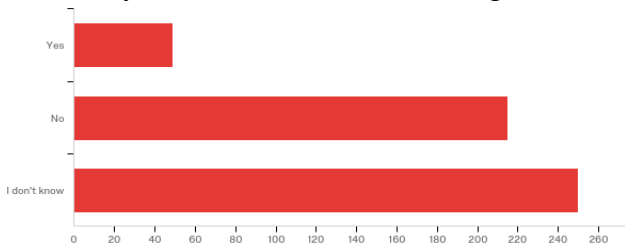
8. Have you personally been aware of a student(s) whose academic performance has been affected by alcohol and other drug use?



#	Answer	%	Count
1	Yes	35.99%	185
2	No	64.01%	329
	Total	100%	514

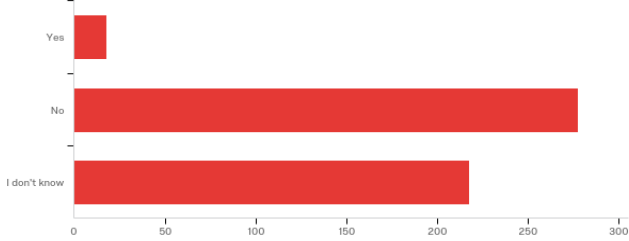
**Alcohol & Other Drug Use Awareness Survey for OTC Students
Spring 2018**

9. Do you consider alcohol or other drug use at OTC to be a problem among students?



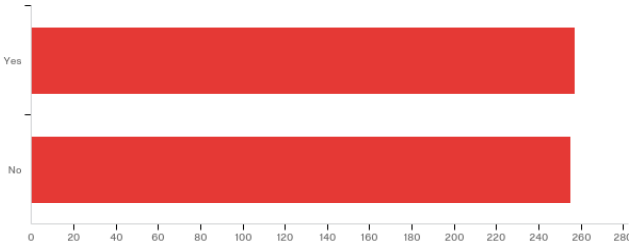
#	Answer	%	Count
1	Yes	9.53%	49
2	No	41.83%	215
3	I don't know	48.64%	250
	Total	100%	514

10. Do you consider alcohol and other drug use at OTC to be more of a problem than that experienced at other colleges and universities?



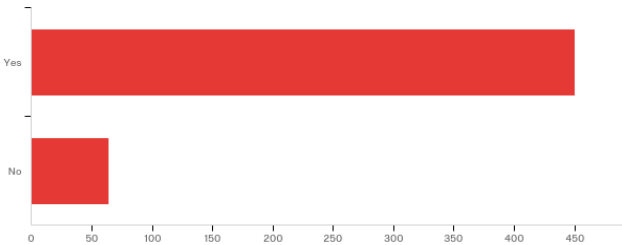
#	Answer	%	Count
1	Yes	3.50%	18
2	No	54.09%	278
3	I don't know	42.41%	218
	Total	100%	514

11. Are you aware of OTCCares and the Behavioral Intervention Team?



#	Answer	%	Count
1	Yes	50.20%	257
2	No	49.80%	255
	Total	100%	512

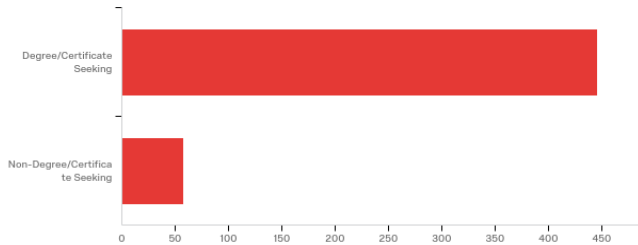
12. Are you aware of Counseling Services for students at OTC?



#	Answer	%	Count
1	Yes	87.55%	450
2	No	12.45%	64
	Total	100%	514

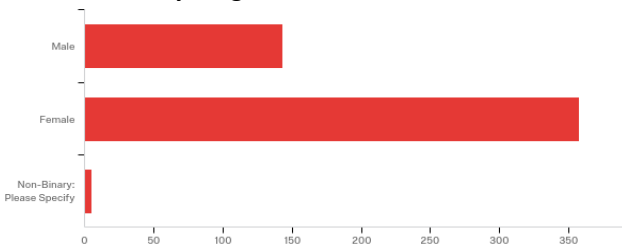
**Alcohol & Other Drug Use Awareness Survey for OTC Students
Spring 2018**

13. What type of student are you?



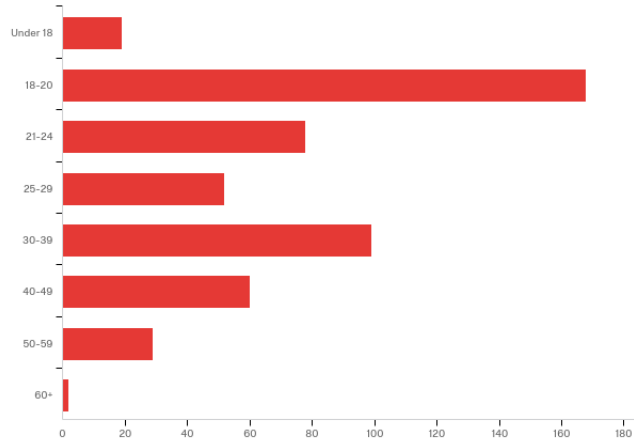
#	Answer	%	Count
1	Degree/Certificate Seeking	88.49%	446
2	Non-Degree/Certificate Seeking	11.51%	58
	Total	100%	504

14. What is your gender?



#	Answer	%	Count
1	Male	28.26%	143
2	Female	70.75%	358
3	Non-Binary: Please Specify	0.99%	5
	Total	100%	506

15. What is your age range?



#	Answer	%	Count
1	Under 18	3.75%	19
2	18-20	33.14%	168
3	21-24	15.38%	78
4	25-29	10.26%	52
5	30-39	19.53%	99
6	40-49	11.83%	60
7	50-59	5.72%	29
8	60+	0.39%	2
	Total	100%	507

Appendix C

Educational Programs, Services and Activities 2016-2017 and 2017-2018

Counseling

- Students: Counseling Services offers free and confidential, short-term mental health and crisis intervention services to currently enrolled OTC students at all college locations, including for our online students. Services are provided by Licensed Professional Counselors, Provisional Licensed Professional Counselors, Social Workers and/or Certified Substance Abuse Counselors
- Employees: Full-time employees have mental health and substance abuse treatment options through our employee health plan, through the college EAP (Magellan) and through OTC's Health and Wellness Clinic. Full-time and part-time employees may also contact the Counseling Services department or view the Counseling Services webpages for self-help and referral recommendations.

Referral Services

- A comprehensive network of mental health, social service and substance abuse treatment professionals and organizations is made available to OTC students and employees through the Counseling Services department. These include providers in the communities of all college locations.
- Referral recommendations by our Counseling Services staff can be requested via phone, business email, Ask A Counselor, counseling@otc.edu or in person.

Online Resources (www.otc.edu/counselingservices)

- Self-help articles on topics that include alcohol and drug abuse education and prevention
- Mental health screening tools that include Screening for Mental Health (<http://screening.mentalhealthscreening.org/OZARKS>), Online Drug Screening (<http://www.drugscreening.org/>) and Start Your Recovery (<https://startyourrecovery.org/who/college>)
- ULifeline access (www.ulifeline.org/otc), which includes comprehensive support for alcohol and other drug use concerns

Substance Use and Awareness Activities

- Classroom and professional development presentations at all college locations on a variety of topics are offered each semester by Counseling Services staff and members of the Behavioral Intervention Team. These presentations included the topic of drug and alcohol use and abuse as well as recognizing and responding to students who may be under the influence of drugs or alcohol.
- Tear off information pads. Counseling Services disseminated substance abuse referral information by way of the tear off pads at all college locations fall 2017. Each tear off pad included substance abuse 800 numbers and local substance use treatment facilities. The tear off pads were placed in all restrooms at all college locations.
- A reminder about the availability of substance abuse online screenings through the Counseling Services web pages was sent to all currently enrolled students via CANVAS.
- Drug and alcohol use and abuse educational materials were made available on information racks at all college locations.

- In 2016-2017, Counseling Services highlighted substance abuse awareness by attaching a card with pertinent information to small juice boxes and distributing them to students at all college locations. The card included drug and alcohol abuse information, hotlines, and contact information for Counseling Services.

Prescription Drug Abuse Prevention Pilot Program

OTC piloted a prescription drug abuse program during 2017-2018 through a partnership with EverFi. This comprehensive, online prevention program was made available to currently enrolled students through the MyOTC portal and participation was voluntary. The program was designed to empower students with the skills and knowledge necessary to make safe and healthy decisions about prescription drugs. All new students received information about the program within their email invitation to complete the mandatory Haven, Sexual Assault prevention program. Students enrolled in our HLT 101 (Lifetime Wellness) courses as well as our Behavioral Health Support program were also encouraged to complete the Prescription RX program by their instructors.

Final Draft July 2018