



2019 BIENNIAL REVIEW
BELLINGHAM TECHNICAL COLLEGE
DRUG AND ALCOHOL ABUSE
PREVENTION PROGRAM



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Information on Biennial Review

The major task of the Biennial Review team is to oversee the Drug and Alcohol Prevention Program (DAAPP). The team is responsible for reviewing the requirements and goals of the Drug-Free Schools and Communities Act and collects campus information to evaluate the program, review publications, and produce the Biennial Review, including recommendations for future action.

The Biennial Review Team is inclusive of, but not limited to, the following individuals:

Michele Waltz, Vice President for Student Services

Al Jensen, Emergency Preparedness and Safety Manager

Tami Willett, Interim Executive Director of Human Resources

Chris Eder, Student Life Director, Student Conduct Officer

Nyssa Howell, Counselor

The Biennial Review team has the following two objectives in preparing the report:

1. Determine the effectiveness and implement any needed changes to the DAAPP.
2. Ensure the campus consistently enforces the disciplinary sanctions for violating standards of conduct.

All statistics used to review the DAAPP are taken from the college's Annual Security Report, as well as statistics from student conduct, Human Resources, and Instruction. These statistics are gathered without disclosing the names of those involved in compliance with the students' FERPA rights.

Copies of the Biennial Review will be kept on file in the Human Resources Office and the Office of the Vice President of Student Services for the purposes of employee/student reporting and accessibility. The Biennial Review can also be found on the Drug-Free Campus and the Current Student Resources pages of the Bellingham Technical College website and will be made available in hard copy upon request to the Bellingham Technical College Human Resources Office or Office of the Vice President of Student Services.

Human Resources Office

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Office of VP of Student Services

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Information on Program

Bellingham Technical College is committed to an environment that supports the academic success and health of our students. Alcohol use and abuse or the use of illicit drugs by our students and employees may be harmful to the user and the educational environment, which must be conducive to learning.

Bellingham Technical College is committed to maintaining a safe, healthy, lawful, and productive working educational environment for its students and employees.

In August 2020, the Biennial Review Team met with the sole purpose of reviewing the DAAPP and related policies to ensure they meet the requirements of the Drug-Free Schools and Communities Act. This program describes standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on college property or as part of any Bellingham Technical College sponsored activity. The program and related policies and procedures include:

1. Description of legal sanctions under federal, state, or local law for the unlawful possession, use, or distribution of illicit drugs and alcohol;
2. Statement of disciplinary sanctions the college will impose on students and employees for violations of the standards of conduct;
3. Description of health risks associated with the use of illicit drugs and the abuse of alcohol;
4. Description of treatment and counseling resources available to students and employees;
5. Guidelines for policy dissemination to students and employees; and
6. Guidelines for preparing the annual review of BTC's DAAPP and procedures to determine program effectiveness, consistency of enforcement, and ways to identify necessary changes to the program.

The Biennial Review Team met on August 4, 2020 to assess the strengths and weaknesses of the programs in place at Bellingham Technical College to ensure compliance with the Drug-Free Schools and Communities Act for the academic years of 2018-2019 and 2019-2020.

Student Incident Reports

Student Incident Reports – Alcohol

Calendar Year	Number of Offenses	Sanctions/Outcomes
2018	0	Not Applicable
2019	0	Not Applicable

Note: Incidents would include both school policy violations and State and Federal violations. Arrests would include criminal citations issued and criminal arrests for both students and non-students on campus.

Student Incident Reports – Drugs

Calendar Year	Number of Offenses	Sanctions/Outcomes
2018	0	Not Applicable
2019	3	Disciplinary Meeting

Note: Incidents would include both school policy violations and State and Federal violations. Arrests would include criminal citations issued and criminal arrests for both students and non-students on campus.

Student Drug Test Results

Calendar Year	Number of Positive Results	Sanctions/Outcomes
2018	0	Not Applicable
2019	0	Not Applicable

Note: Drug tests for students are administered for students enrolled in the Nursing and Allied Health Programs as a part of the clinical placement process.

Human Resources Incidents

Human Resources Incidents for Employees

Calendar Year	Number of Offenses	Sanctions/Outcomes
2018	0	Not Applicable
2019	0	Not Applicable

Policy/Program Review

DAAPP Policy Review

1. The college appears to be in overall compliance with the regulations.
 - a. There is a DAAPP in place directed towards the prevention of illicit drugs and the misuse of alcohol and drugs.
 - b. The DAAPP describes the legal sanctions under federal, state, and local law for the unlawful possession, use, or distribution of illicit drugs and alcohol.
 - c. The DAAPP gives a clear statement of sanctions the college will impose on students and employees for violations of the standards of conduct.
 - d. The DAAPP contains a description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
 - e. The College has resources available to those seeking help with drug and alcohol problems.
 - i. These resources include the Bellingham Technical College counselor, as well as referrals to outside support groups, counselors, and treatment providers.
 - f. The College has a policy and procedure to distribute the DAAPP to all employees and students.
 - i. An email will be sent annually to all students and employees with consumer information including the DAAPP disclosure information. This email will be distributed in the fall quarter, no later than October 1st of each year.
 - ii. A link to the content in the DAAPP will be included in the online new student orientation. This will ensure that students who enroll after October 1st for subsequent terms receive the disclosure information.
 - iii. New employee onboarding sessions will include the distribution of the DAAPP, ensuring that all employees, regardless of hire date, receive this information.
 - g. The College has a policy and procedure for preparing the Biennial Review and determining the program's effectiveness, consistency of policy enforcement, and measures to identify necessary program changes.
2. During this review, the Biennial Review Team noted that student conduct can utilize a range of disciplinary sanctions and recommendations for evaluation in compliance with the college policy in regard to alcohol and drug misuse.

Effectiveness of the Program

1. After review of the incident reporting system, police reports, and other data, the review team noted the overall low number of incidents involving alcohol for students for both years including both school policy and state law.
2. After review of the incident reporting system, police reports, and other data, the review team noted the overall low number of incidents involving drugs for students for both years including both school policy and state law.
3. After review of data collected by the Nursing and Allied Health Programs, the review team noted the fact that there were no incidents of failed drug tests for students enrolled in the programs.
4. After review, it was noted that the number of incidents involving College employees was zero.

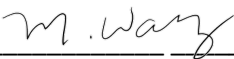
Recommendations Resulting from this Review

Due to the extraordinary circumstances related to the coronavirus pandemic and the limited in-person, on-campus activities and resources offered after March 16, 2020, recommendations by the review team are reflective of the increased remote services until such time as regular campus activities may resume.

1. While the DAAPP review team makes no recommendations for changes to the current DAAPP at this time, it does encourage Student Life to consider adding more events, activities, and/or programming to campus that centers on alcohol and drug abuse prevention and awareness including awareness around the dangers of vaping.
2. With the legalization of marijuana in Washington state, there is a need to provide further education with regard to the effects of marijuana and the laws involved, especially on college campuses. As a result, the review team encourages Student Services and Student Life to provide specific programming, training, events or activities centering around marijuana.
3. The review team encourages the College to explore partnerships with existing community resources to find out if they are willing to and interested in offering free support groups on campus or online with BTC community members in exchange for using the space or free advertising on our media platforms.
4. The team recommends the continued update of the college webpage for counseling resources to ensure up to date and accurate information is available. The team also recommends including drug and alcohol resources at events such as program orientations and a student wellness fair.
5. The review team recommends assessing employees' ability to recognize and support students' drug and alcohol use who may be misusing drugs or alcohol.


6. The review team recommends updating the quarterly Drug-Free Campus student emails to include BTC's expectations for online classes and school-related activities. The team also recommends further analysis of how many students are opening and reading these quarterly emails in order to further improve communication and outreach to students.
7. The review team recommends the review of BTC's 515.0 Drug Free Workplace policy and procedure in light of the shift to remote work and online classes.
8. The review team recommends the crafting of template language for syllabi that outlines BTC's expectations for online classes to remain drug and alcohol free.

DAAPP Biennial Review Team



 Michele Waltz
 Vice President,
 Student Services


 Date



 Tami Willett
 Interim Executive Director,
 Human Resources

 10/08/2020

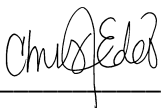
 Date



 Al Jensen
 Emergency Preparedness and
 Safety Manager

 10/09/2020

 Date



 Chris Eder
 Student Life Director, Student Conduct Officer

 10/08/2020

 Date

 Nyssa Howell
 Counselor

 10/12/2020

 Date