

# Community College of Denver Drug-Free Schools & Communities Act Biennial Review

FY2023 - FY2024

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Created:

September 2024



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## **Community College of Denver Land Acknowledgement**

We honor and acknowledge that we are on the traditional territories and ancestral homelands of the Cheyenne and Arapahoe Nations. We acknowledge the land and history of this space we are fortunate to gather in today. This area was also the site of trade, hunting, gathering, and healing for many other Native Nations: The Lakota, Ute, Kiowa, Comanche, Apache, Shoshone, and others. 48 Tribes have called this land home. We recognize the Indigenous peoples as the original stewards of the land, water, plants, and animals who called this place home.

Let us also acknowledge the painful history of genocide and forced removal from this territory. We recognize that U.S. public policy has been used to displace Indigenous communities, erode Tribal Nation sovereignty, and forcibly assimilate Native individuals into U.S. society. We respect the many diverse Indigenous peoples still connected to this land on which we gather. We pay our respect to them and give thanks to all Tribal Nations and the ancestors of this place.

We also acknowledge the labor of enslaved Africans and their descendants who worked this stolen land for the colonists, and who continue to disproportionately face economic oppression, racism, violence, and exploitation.

Lastly, we want to recognize the communities and families of Auraria displaced by the creation of this campus for Community College of Denver to have a place that we now call home. We share this acknowledgment to encourage all of us here on the Auraria campus to consider how our work in this space and in our daily lives can address these historic and contemporary atrocities perpetuated against Native people and other marginalized communities.

## Introduction to DFSCA

The Drug-Free Schools and Communities Act (DFSCA) Regulations requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. If audited, failure to comply with the Drug-Free Schools and Communities Regulations may cause an institution to forfeit eligibility for federal funding. Creating a program that complies with the regulations requires an IHE to do the following:

1. Prepare a written policy on alcohol and other drugs.
2. Develop a sound method for distribution of the policy to every student and IHE staff member each year.
3. Prepare a biennial review report on:
  - a) the effectiveness of and to implement any needed changes to alcohol and other drug (AOD) programs, and
  - b) the consistency of enforcement of alcohol and other drug disciplinary sanctions for violating standards of conduct.
4. Maintain its biennial review report on file so that it can be submitted, if requested by the U.S. Department of Education or other entity or individual.

Community College of Denver's (College or CCD) Biennial Review committee members conducted such a review that covered June 2022 through May 2024. The final report can be found online at [ccd.edu/docs/ccd-biennial-review](https://ccd.edu/docs/ccd-biennial-review). A hardcopy is in the College's Office of Student Conduct & Support, which is located in Tivoli Student Union, room 243 on the Auraria Campus. For a hardcopy of the Biennial Review, all email requests should be sent to [CCDStudentConduct@ccd.edu](mailto:CCDStudentConduct@ccd.edu). The president of the College is required to approve and sign the final report. A final copy of the 2024 report is also kept on file in the College's Office of Financial Aid in the event the College is audited by the Higher Education Center for Alcohol and Other Drug Prevention, a designee of the U.S. Department of Education. IHEs are not required to submit the certification or report to the U.S. Department of Education. The Biennial Review is kept on file for seven (7) years.

## **Alcohol and Other Drug (AOD) Program Goals**

CCD is part of the Colorado Community College System (CCCS) and is primarily located on the Auraria Campus in downtown Denver, with Lowry and Advanced Manufacturing Center locations. Auraria Campus is also home to two (2) four-year universities, Metropolitan State University of Denver (MSU Denver) and the University of Colorado Denver (CU Denver). This unique partnership at Auraria creates a one-of-a-kind campus experience, allowing CCD students to participate in numerous extracurricular activities and access a university-caliber library, student union, recreation opportunities, support programs, and more. Therefore, many of the programs offered to the students around alcohol and other drugs are tri-institutional in nature. Tri-institutional is defined as involving all three (3) institutions on campus. The Auraria Higher Education Center (AHEC) has oversight of the campus, which includes the Auraria Campus Police Department (ACPD), and is responsible for assembling the Annual Security Report in partnership with CCD. The three most recent Annual Security Reports can be found at [www.ahec.edu/ccd-clery](http://www.ahec.edu/ccd-clery).

CCD is committed to ensuring, to the best of its ability, that its students, staff, and faculty are aware of the dangers of abuse of alcohol and other drugs, have appropriate information and resources to mitigate such abuse, and are subjected to appropriate enforcement regarding the inappropriate or illegal use or abuse of such substances on CCD Campuses and at other venues that involve College community members. As is the case for many universities and colleges across the United States, AOD efforts directed to CCD students focus on harm reduction, recognizing the reality of AOD abuse among late adolescents and young adults in this country. At the same time, CCD fully supports those who choose to remain abstinent from the use of alcohol or other drugs, and it seeks to provide a broad array of activities that are free of alcohol and other drugs. More generally, the College is dedicated to attempting to change the culture of AOD abuse that is common among American university and college students.

CCD works with the Health Center at Auraria and with the Counseling Centers of all three Auraria schools to deliver programs to the students, staff and faculty in our community. CCD believes that efforts to prevent or mitigate AOD abuse are most likely to succeed when they involve collaborative interactions with all relevant stakeholders. Stakeholders include: College administrative staff, faculty, students, the City of Denver, the Health Center at Auraria, MSU Denver, CU Denver, Denver County Public Health, local hospitals, and a variety of mental health and other caregivers in the community, as well as local and state lawmakers and officials.

## **Distribution of AOD Policies to Students, Staff & Faculty**

All faculty, staff and volunteers receive a copy of the Drug Free Workplace Policy statement, which is based on SBCCOE Policy BP 3-24 upon their hire and are required to sign the Employee Acknowledgement form verifying receipt and acknowledging compliance as a condition of employment. In addition, the SBCCOE policy and procedures regarding Drug Free Workplace and Drug Free Schools is reviewed with employees at new employee orientation and is referenced in the CCD Employee Handbook. Information related to BP 3-24 – Drug Free Workplace, is also contained in the faculty handbook and includes information on sanctions and reporting of convictions. Work-study students and student hourly employees also receive a copy of the Drug Free Workplace policies and consequences through Human Resources during the on-line onboarding process.

Students receive information about drug and alcohol policies at new student online orientation, on CCD's website including in the Student Code of Conduct, in the College catalog, in the Admissions and Registration Guide (schedule), and the student handbook.

### **Annual Policy Notification Process**

While an annual notification is required, CCD emails the community twice a year (once in fall semester and once in spring semester) with a notification about the Drug Free Schools & Communities Act to their official college email address. The email meets required guidelines, including policy and resource information. Students receive an email via the Office of Student Conduct & Support at [CCDStudentConduct@ccd.edu](mailto:CCDStudentConduct@ccd.edu), and employees receive an email from the Vice President of Human Resources. These emails are typically sent around October 1<sup>st</sup> and March 1<sup>st</sup> of each year. See Appendix A.

## Policies Addressing Drug-Free Schools

CCD is committed to having alcohol- and drug-free campuses. In compliance with the Drug-Free Schools and Communities Act, policies and procedures are published online:

- State Board for Community Colleges and Occupational Education Board Policy, BP 3-24 Drugfree Workplace (Appendix C): <https://cccs.edu/about/governance/policies-procedures/bp-3-24-drug-free-workplace/>
- Colorado Community College System President's Procedure, SP 3-24 Drug-Free Workplace (Appendix D): <https://cccs.edu/about/governance/policies-procedures/sp-3-24-drug-free-workplace/>
- State Board for Community Colleges and Occupational Education Board Policy, BP 19-30 – Drug Free Schools (Appendix E): <https://cccs.edu/about/governance/policies-procedures/bp-19-30-drug-free-schools/>
- Colorado Community College System President's Procedure, SP 19-30 – Drug Free Schools (Appendix F): <https://cccs.edu/about/governance/policies-procedures/bp-19-30-drug-free-schools/>
- AHEC Policy – Special Events Involving Alcohol (Appendix G): <http://www.ahec.edu/files/general/Policy-Special-Events-Involving-Alcohol.pdf>
- CCD Student Code of Conduct (see Appendix H for the Narcotics/Alcohol code and [CCD.edu/StudentCode](http://ccd.edu/StudentCode) for the full student code of conduct)
- Any student who is alleged to have violated the above standards of conduct should be reported to the Office of Student Conduct and Support ([CCD.edu/StudentConduct](http://ccd.edu/StudentConduct)), which will initiate a student conduct process. Information on the College's Student Code of Conduct and its processes can be found at [CCD.edu/StudentCode](http://ccd.edu/StudentCode).
- If found responsible for a violation, students will likely be issued one or more of the following sanctions:
  - Warning: A notice served upon the student advising them that they are violating or has violated College regulations.
  - Probation: After a finding of a violation of the Code of Conduct, restriction of student's privileges for a designated period of time, including the probability of more severe disciplinary sanctions if the student is found to be violating any College regulations during the probationary period.
  - College suspension or expulsion: An involuntary separation of the student from the College for misconduct not based on academic performance for a specified period of time.
    - Suspension is a separation that shall not exceed three academic terms per suspension for any singular offense or situation. While a student is suspended, they are not eligible for admission or re-admission at any of the community colleges within CCCS. Additionally, if a student is suspended at any of the other

Auraria Campus institutions (i.e., Metropolitan State University of Denver or the University of Colorado Denver), they will not be eligible for admission or re-admission at Community College of Denver. Once the suspension is lifted at any of the community colleges within CCCS, the student may be eligible for admission or re-admission.

- Educational, restorative or other disciplinary sanctions to further learning, foster behavior change, and/or repair harm to the community such as follow up meetings, research/reflection papers, restrictions from impacted areas on campus, substance use or mental health assessment and its recommendations, skills workshops, counseling, etc.

## **Alcohol Service on Campus**

- Alcoholic beverages are not sold at any Auraria events, which are planned by Student Engagement and Activities at any of the three schools.
- Beer and wine are sold in the Tivoli Student Union at Infinitus pie (pizza) and the Tivoli Tap Room. Patrons must be 21 or older to purchase and consume.
- Alcohol may be served at Auraria functions in accordance with AHEC alcohol service policy (see Appendix G). Among these requirements, non-alcoholic beverages and food must be served concomitantly, alcohol may not be consumed or carried in open containers on common or public areas, alcohol sales must be handled by a campus-authorized concessionaire, and advertising for events where alcohol will be served must follow AHEC posting policies.

## **Cannabis Academic Programs**

The Community College of Denver offers an Associates of Applied Science degree in Cannabis Business. In this case, "cannabis" refers to members of the Cannabis Sativa plant family which includes Federally compliant industrial hemp. This program is fully accredited by the Higher Learning Commission, has been approved by the US Department of Education and is fully eligible for federal financial student aid. The Cannabis Business program provides students with a mix of core business and cannabis specific business content to provide students with the knowledge and skills to work in and run a cannabis business legally and in compliance with all applicable federal and state regulations. At no point in the program do students handle the plant on campus, nor does any part of the program promote the use, consumption, or abuse of any plant or substance including members of the cannabis plant family.



## **Good Samaritan and/or Immunity Considerations**

Sometimes students are hesitant to aid others for fear that they may get themselves in trouble (for example, as a student who has been drinking underage might hesitate to call 911 if their friend is experiencing symptoms of alcohol poisoning). CCD pursues a practice of limited immunity for students who offer help to others in need. While policy violations cannot be overlooked, the institution will provide educational options, rather than punishment, to those who offer their assistance to others in need. In these cases, a student will not receive a formal conduct record when seeking assistance for another.

Additionally, victims/survivors may be hesitant to report sexual misconduct to campus officials because they fear that they themselves may be charged with policy violations, such as underage drinking at the time of the incident. It is in the best interest of this community that as many victims/survivors as possible choose to report to institutional officials. To encourage reporting, CCD pursues a practice of offering victims/survivors of sexual misconduct limited immunity from being charged for conduct violations related to the sexual misconduct incident (particularly regarding alcohol and drugs). While violations cannot be completely overlooked, the institution will provide educational options rather than punishment in such cases. Students who report sexual assault will not have a formal conduct record for alcohol or drug violations.

## **Employees**

Any employee who violates the above standards will be processed through the College's Human Resources. Disciplinary sanctions for employees who violate the foregoing standards of conduct shall be subject to disciplinary sanctions, which may include, without limitation, completion of an appropriate rehabilitation program, reprimand, probation, corrective action, demotion, reassignment with or without salary adjustment, suspension with or without pay, and termination. Disciplinary sanctions shall be consistent with local, state and federal law and shall be administered in accordance with state personnel system rules, procedures and policies or State Board or CCD policies and procedures. In addition to the foregoing disciplinary sanction, violations may be reported to law enforcement authorities for criminal prosecution. Employee resources include:

- Americans with Disabilities Act (ADA) Coordinator: All employees, including those who do not qualify for Family Medical Leave, may be eligible for job-protected leave or other reasonable accommodations under the ADA if they have a qualifying disability. CCD's ADA coordinator for employees is Shana Stovall, director of Human Resources.
- Colorado State Employee Assistance Program (C-SEAP) is a free resource for all State of Colorado employees. C-SEAP provides many services, including confidential counseling up to six (6) free sessions, manager & supervisor consultations and stress management education. Visit the C-SEAP website for more information, <https://www.colorado.gov/c-seap>.
- Family Medical Leave (FML): Employees afflicted by substance dependence may be eligible for leave under the Family Medical Leave Act:

[CCD.edu/FMLA-Poster](https://ccd.edu/FMLA-Poster). Employees should contact the Human Resources benefits specialist or director with questions regarding FML.

### **Campus Alcohol & Drug Violations**

The following numbers are the tracking of arrests and referrals made relating to alcohol and other drugs in the last three (3) years as listed in the Annual Security Report (ASR, sometimes referred to as the Clery Act report). Note that there are significant differences between ASR crimes and CCD's Office of Student Conduct and Support. First, certain definitions must be met to be counted as a Clery Act crime and therefore the Office of Student Conduct and Support will include referrals that would not be counted in Clery Act report. Second, on campus arrests are statistics that include MSU Denver and CU Denver community members as well as individuals not affiliated with Auraria. Third, the Annual Security Report counts by the January 1-December 31 calendar year while Student Conduct's numbers will be by academic year (August 1-July 31).

## Auraria Campus Clery Act Statistical Report – CCD

Auraria Campus Clery Statistical Report - Community College of Denver									
ARRESTS	On-Campus			Public Property			Non-Campus		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Drug Law Violations	17	4	7	14	2	20	0	0	7
Liquor Law Violations	10	1	10	5	0	13	0	0	0
REFERRALS	On-Campus			Public Property			Non-Campus		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Drug Law Violations	0	1	18	0	0	0	0	0	0
Liquor Law Violations	0	0	15	0	0	0	0	0	0

## Lowry Campus Clery Act Statistical Report – CCD

Lowry Campus Clery Statistical Report - Community College of Denver									
ARRESTS	On-Campus			Public Property			Non-Campus		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Drug Law Violations	0	0	0	0	2	0	0	0	0
Liquor Law Violations	0	1	0	0	0	0	0	0	0
REFERRALS	On-Campus			Public Property			Non-Campus		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Drug Law Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

## Advanced Manufacturing Center Clery Act Statistical Report – CCD

Advanced Manufacturing Center Clery Statistical Report - Community College of Denver									
ARRESTS	On-Campus			Public Property			Non-Campus		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Drug Law Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
REFERRALS	On-Campus			Public Property			Non-Campus		
	2021	2022	2023	2021	2022	2023	2021	2022	2023
Drug Law Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

## **CCD Office of Student Conduct & Support – Drug/Alcohol Cases**

Given that the Narcotics/Alcohol Policy covers all prohibited behaviors ranging from intoxication to distribution, the student sanctions for policy violations also range based on the severity of the narcotics/alcohol violation, nature of the incident, the student’s prior conduct violations (if any), other involved policy violations, actual and potential impact to self and others, the student’s response to the incident, etc. If found responsible for violating the Narcotics/Alcohol Policy, students are sanctioned in accordance with the Student Code of Conduct and related board and system policies. In preparation for this report, the Office of Student Conduct & Support, including sanctions. They are grouped together here for privacy, especially due to the low frequency of related cases:

- During the 2021-2022 academic year there were three (3) cases referred to the Office of Student Conduct and Support for potential violations of the Narcotics/Alcohol Policy in the Student Code of Conduct. Of those, one (1) was found responsible by preponderance of evidence.
  - Administrative sanctions included account hold & disciplinary probation.
- During the 2022-2023 academic year there were zero (0) cases referred to the Office of Student Conduct and Support for potential violations of the Narcotics/Alcohol Policy in the Student Code of Conduct.
- During both the 2021-2022 and 2022-2023 academic years, there were no reported alcohol or drug fatalities and no reported alcohol- or drug-related hospital admittances from the CCD campus locations.

The total student population at the start of 2021 – 2022 academic year was 7,123 and the total student population at the start of the 2022-2023 academic year was 7,292. The percentage of CCD students who were found responsible for violating the Narcotics/Alcohol Policy for both years was less than 1 percent. Given national statistics, this is not indicative of the percentage of CCD students who use alcohol or other drugs. Factors of low reporting numbers include that CCD does not have on-campus residential facilities and that CCD does not receive local police reports (aside from our on-campus police department).

### **AOD Comprehensive Program/Intervention Inventory**

**Alcohol-Free Activities:** CCD, along with its tri-institutional partners, offers a broad range of alcohol-free activities (tri-institutional campus speakers, concerts, movie nights, campus safety nights, leadership conferences, MSU Denver and CU Denver sporting events) that involve student clubs and organizations, recreation services, academic opportunities, social programs, and others. Some of these activities specifically target evening and weekend audiences to divert high-risk weekend drinking into pro-social activities. The Office of Student Engagement and Activities at CCD specifically hosts substance-free events and other ways to be engaged and involved on campus. Student Engagement and Activities also oversees

clubs and organizations on campus that empower students to create their own events that are substance-free.

**AOD Education Events:** The Health Center at Auraria hosts Alcohol and Drug educational events that are open to all campus constituents, including CCD Students. In addition, The Phoenix Center at Auraria hosts events surrounding the overlap between Interpersonal Violence and Alcohol & Drug use. Some examples of events are below.

**CCD Events**

2023-2024:

Welcome Week Tabling Event	8/15/2023
Fall Fest	9/15/2023 & 9/16/2023
Spring Resource Fair	1/26/2023

**Health Center at Auraria (HCA)**

Outreach efforts during 2022-2024 DFSCA BR reporting period included:

As direct medical care providers, HCA conducts internal controlled substance use outreach and education trainings and intervention trainings for its staff as possible first responders to substance abuse concerns or those evaluating students and staff for possible need of acute medical care through Denver Health and Hospital Authority or referrals to substance use treatment centers in the vicinity of concern for their patients.

Trainings undertaken by HCA Staff 2022-2024:

Naloxone Training (2)- 68 attendance

Remote/online training to improve recognition and identification of the signs of an opioid overdose and administer the opioid overdose reversal drug Naloxone. Attendees gained access to Naloxone through the HCA after completing the training. These training opportunities are open to all students, faculty, and staff of the Auraria Campus.

Voices of Recovery Panel Discussion- 15 attendance

Panel discussion during Recovery Month aiming to increase awareness and understanding of mental and substance use disorders and celebrate the people who recover. Normalizing the process to help make recovery possible through conversation with community partners and voices in recovery.

**Social Media Platform Outreach and Program Delivery 2022-2024**

Voices for Recovery (Sept 2023) Virtual panel discussion involving individuals in recovery as well as professionals in the field (attendance: 15)

Raise the Bar (October 2023) Instagram series on alcohol use

Addicted Living (April 2024) Instagram series on addiction

Substance use related Instagram engagement (2022-2023) 23 posts related to substance use

## Social Media Platform Outreach and Program Delivery 2023-2024

Naloxone Training – Virtual training in partnership with SAFEProject. Information on the opioid crisis, instructions on how to use Naloxone and steps to support those who are struggling (11 sessions, attendance: 79)

Naloxone Distribution approx.125 2-dose boxes of Naloxone distributed to campus members

Fentanyl Testing strips – Purchased, available in-clinic for active patients in need

Fresh Check Day (April 2023) Mental health, suicide prevention, and substance use awareness event (attendance:106)

Social Media- 17 posts about substance use

### **Phoenix Center at Auraria (PCA)**

While providing free and confidential resources and assistance to survivors of interpersonal violence (relationship violence, sexual violence, and stalking) and education, outreach, awareness events, the Phoenix Center additionally has provided the following trainings, education, outreach, and awareness events during the reporting period of this biennial report and is scheduled to continue these efforts into Fall 2023:

#### **Bystander Intervention Training:**

This 75–90-minute program reviews consent as it relates to drug and alcohol use, as well as creative strategies to intervene in situations where drugs and alcohol are being used to cause harm. During this time, this program was facilitated 4 times, reaching 103 students.

#### **Interpersonal Violence 101:**

This 75-minute program reviews interpersonal violence, consent, and healthy relationships, covering the use of drugs and alcohol in sexual assault. During this time, this program was facilitated 3 times, reaching 24 students.

#### **Interpersonal Violence 301:**

This 2-hour program goes more in depth with the socialization of gender, including detailed conversations about drugs, alcohol, and consent in relationships and on college campuses. program During this time, this program was facilitated 3 times, reaching 18 students.

#### **Healthy Relationships:**

This 75-minute workshop reviews interpersonal violence, consent, and elements of healthy relationships such as boundaries, communication, and equity. During this time, this program was facilitated 5 times, reaching 58 students and 4 faculty members.

#### **Supporting Survivors:**

This 90-minute training reviews interpersonal violence, consent, victim blaming, and how to respond to survivors when they disclose experiences of interpersonal

violence. During this time, this program was facilitated 4 times, reaching 31 students and 3 faculty members.

#### Supporting LGBTQ+ Survivors:

This 60-minute training reviews LGBTQ+ specific information around interpersonal violence, consent, vulnerability, and support. During this time, this program was facilitated 3 times, reaching 10 students.

#### Media Literacy:

This 75-minute workshop discusses portrayals of relationships and interpersonal violence in various forms of media, covering consent, red/green flags, power and control, and intersections with identity. During this time, this program was facilitated 1 time, reaching 25 students.

#### Consent 101:

This 60-minute tailored curriculum focused on interpersonal violence and methods to obtain consent in all forms of relationships. During this time, this workshop was requested 1 time, reaching 14 students.

#### Queer Consent:

This two-part 60-minute workshop focused on queer sex education and consent. This workshop was facilitated 2 times, reaching 170 students, 5 faculty members, and 5 staff members.

#### Services Overview:

This brief presentation includes information on consent and the roles of drugs and alcohol in sexual violence. Due to COVID, this was only facilitated at the request of faculty and staff for trainings, which differs significantly from previous years. This session was facilitated 4 times, reaching 103 students, 24 staff, and 6 faculty.

#### YOU Watch Party + Discussion (March 2022):

This event featured a watch party for episodes of Netflix YOU with a discussion around stalking, red flags in relationships, and drug facilitated sexual violence. This event was open to the campus community, reaching 90 participants.

#### Denim Day Event (April 2022):

Part of a global campaign, this event raises awareness about consent as it relates to clothing and behavior, including conversations about drug and alcohol facilitated sexual assault. This event engaged 38 students.

#### Bathroom Signs:

Each month of the school year, the Phoenix Center creates informational signs that are displayed in bathrooms across the campus. These signs provide information on consent, healthy coping strategies, using drug dependency as a tool of abuse and control, and statistics on sexual violence prevalence when drugs and alcohol are involved. Because of campus closure through COVID-19 health orders, Phoenix Center also began sharing these same signs as Instagram posts.

#### Resource Tabling:

The Phoenix Center participates in resource tabling events throughout the academic year. In these interactions with the campus community, we discuss the services provided by our office and have a trivia game about consent for prizes. During this timeframe, the Phoenix Center participated in 12 different tabling events.

#### Specialized Programming:

The PCA regularly posts programming that is tailored to current events and special interest on their Instagram page, which can be found at [instagram.com/phoenixauraria/](https://www.instagram.com/phoenixauraria/). Additionally, the PCA can also create specific curriculum related to your needs on a variety of topics involving interpersonal violence. To schedule a workshop, contact Rachael Reed-Maloney at the Phoenix Center Auraria at [racheal.reed-maloney@ucdenver.edu](mailto:racheal.reed-maloney@ucdenver.edu) or visit [thepca.org/workshops](https://thepca.org/workshops).

#### Individual Interventions:

Advocates may address drug and alcohol use/abuse when it is used as a maladaptive method for coping after trauma with survivors of interpersonal violence. This is done on a case-by-case basis depending on circumstances shared by the survivor.

**Care Team:** The Care Team is comprised of administrators, staff, and faculty that work within the Auraria Campus. As a team, they review and discuss reports of concern regarding students and connect those students with the appropriate resources to help them be successful academically and personally. This includes working with students related to alcohol or substance use (particularly when there is not a specific incident reported to the Office of Student Conduct and Support) and/or supporting students who have been impacted by the substance use of others. The Care Team works to refer students to various resources on campus and in their local community that focus on alcohol and/or other drug support. In the 2023-2024 school year, the Care Team worked with 1 student on issues related to substance use, either by referral or self-disclosure. In 2021-2022, the Care Team worked with 8 students in this regard.

**Community Resource Referrals:** CCD promotes a variety of resources to support our diverse student and employee populations, including that information on available counseling, treatment, and rehabilitation or re-entry programs is available through the Colorado Department of Health, CCD's Human Resources, and the following resources:

- CCD Counseling Center: [CCD.edu/Counseling](https://ccd.edu/Counseling) | 303.352.6436
- Colorado State Employee Assistance Program (C-SEAP): [www.colorado.gov/pacific/c-seap/confidential-counseling](https://www.colorado.gov/pacific/c-seap/confidential-counseling) | 303.866.4314
- Health Center at Auraria: 303.556.2525
- Auraria Mental Health Line: 303.615.9911
- Alcoholics Anonymous (AA): There is an active AA community in the Denver/Metro area that is open to all residents. [www.daccaa.org/meetings.htm](https://www.daccaa.org/meetings.htm)
- AllHealth Network (Arapahoe/Douglas): [www.allhealthnetwork.org](https://www.allhealthnetwork.org) |



303.730.8858

- Colorado Crisis Services: [www.coloradocrisiservices.org](http://www.coloradocrisiservices.org) | 1.844.493.8255
- Colorado Division of Behavioral Health maintains an online resource to help residents find treatment providers for those seeking assistance: [www.colorado.gov/pacific/cdhs/behavioral-health](http://www.colorado.gov/pacific/cdhs/behavioral-health)
- Community Reach Center (Adams County): [www.communityreachcenter.org](http://www.communityreachcenter.org)
- Mental Health Partners (Boulder, Broomfield): 303.443.8500
- WellPower: [wellpower.org/](http://wellpower.org/)
- Jefferson County Mental Health Center: [www.jcmh.org](http://www.jcmh.org) | 303.425.0300
- Substance Abuse and Mental Health Services Administration (SAMHSA): [SAMHSA.gov](http://SAMHSA.gov)
- Phoenix: National Sober Active Community: <https://thephoenix.org/>

**Counseling:** During the 2022-2023 and 2023-2024 academic years, brief model individual counseling for AOD and other concerns was made available to registered CCD students through the Counseling Center in Tivoli Student Union, room 245 ([CCD.edu/Counseling](http://CCD.edu/Counseling)).

**Auraria Recovery Community:** At the start of the 2024 fall semester, in partnership with the Free Recovery Community, the Auraria Campus hosted the inaugural Recovery Xpo, an event centered around AOD prevention and intervention resources provided by community and campus partners, which included the CCD Care Team.

**Health Center at Auraria:** Provides many resources for students with questions and/or health issues surrounding alcohol and other drug use. The programming the Health Center at Auraria coordinates includes the National Collegiate Alcohol Awareness Week during fall semester and Safe Spring Break during spring semester. These are basic alcohol awareness events and not targeted towards people who need additional education as part of a mandate. The Health Center at Auraria has educational pamphlets and AA information available for people requesting additional information, as well as basic information about alcohol and drugs on their website: [msudenver.edu/healtheducation/alcohol/](http://msudenver.edu/healtheducation/alcohol/) and [msudenver.edu/healtheducation/drugs/](http://msudenver.edu/healtheducation/drugs/).

**Orientation of New Students:** In the spring of 2022, CCD launched SOAR, the online new student orientation platform. This platform contains information and resources that will assist them during their time at CCD. SOAR is accessible the entire time a student is enrolled. All incoming students receive from the College's Office of Student Conduct and Support and other departments about Auraria Campus AOD policies, enforcement, sanctions, and safety in this platform.

**Resource Fairs:** On the Auraria Campus there are multiple resource fairs in which the Office of Student Conduct & Support tables, and provides information to students, faculty and staff on substance use, policies and resources. Traditionally there is a campus wide resource fair in the fall semester during Welcome Week that occurs on two consecutive days during the fall semester. An event is duplicative in

the Spring for new and continuing students.

## **Review of 2024 Biennial Review AOD Program Goals & Objectives**

The goals and objectives from the last biennium period were:

1. CCD Counseling Center continued offering teletherapy through BetterMynd. In the next biennium period, there have already been group therapy offerings. Including substance use numbers in counseling data may also be helpful for this review and possible with their new database.

Outcomes:

- From 01/2022-01-2024 there have been 97 registered users. Of those users, demographic information is as follows:
  - 16% identified as Male
  - 76% identified as Female
  - 40% of users were White
  - 29% of users were Hispanic
  - 15% of users were black or African American
  - 4% of users were Asian
- Additionally, of those 97 registered users:
  - 11% selected Substance Abuse as a concern
  - 19 wellbeing workshops were attended by groups of users

2. The College will assess how student's use of substances as a coping mechanism changed during Covid 19. Then work with the Health Center at Auraria to continue to provide programs that focus on alcohol abuse while enhancing efforts to address marijuana and prescription drug abuse (alone and in combination with alcohol or other drugs). Specifically, to address the increase in substance use we know happened during and after the Covid Pandemic.

Outcomes:

- In FY 2023-2024, the SPARC team—including the Office of Student Conduct and Support—continued to face turnover within leadership and staffing. By the conclusion of the academic year, it was determined that, with CCD being a 2-year college, the majority of students impacted by COVID-19 had already moved on by either transferring, completion, or stopping out.
- In review of the above goal, the current team has decided to identify new goals that are focused on current trends of drug use, rather than concerns from years past that may no longer be applicable.

## **Recommendations for Next Biennium**

1. Leverage intra-institutional and tri-institutional partnerships to better market and target programming and efforts to address AOD issues.
  - Example: Marketing through multiple platforms, including BetterMynd workshops related to substance abuse.
  - Example: Partner with Health Center of Auraria and Auraria Recovery Community to promote annual AOD awareness event.
2. Promote the importance of mental health as it relates to substance abuse by building out extensive mental health services in multiple formats:
  - In-person counseling
  - BetterMynd
  - Substance Abuse Workshops
  - Group sessions through Auraria Recovery Community

Note for these recommendations:

Through assessment of Clery statistics, Auraria campus saw an increase in on-campus Alcohol and Drug referrals as well as liquor law violations in the 2023FY. This provides context in the importance and urgency in addressing these issues and utilizing this data to inform programming and outreach.

## President's Review & Approval

**Community College of Denver's 2022 Drug-Free Schools and Communities Act Biennial Review has been reviewed and approved for release and posting to the CCD website.**

*Marielena DeSanctis*

October 3, 2024

Dr. Marielena DeSanctis, Ph.D.

Date

President

# Appendices

## Appendix A - DFSCA Annual Notification

The e-mail that students receive on a semi-annual basis. This specific email was sent in fall 2024 with a similar version being sent to employees via the Dean of SPARC.

Dear Community College of Denver Students,

The Drug Free Schools and Communities Act (DFSCA) Amendments of 1989 require that all institutions of higher education receiving any form of financial assistance provide each student with information regarding alcohol and other drugs. All current students are receiving this email as part of this compliance.

CCD cares about students' health, safety, and academic success and has a long-standing commitment to proactively address high-risk drinking and substance use. Illegal use and abuse of alcohol or other drugs can interfere with the academic learning process and risks the health and safety of individuals and the campus community. Like many colleges across the country, our goal is to improve academic success and the quality of student life on campus by increasing healthy lifestyles and reducing the harm associated with substance use. To aid in this success and to comply with DFSCA, we offer you the following information.

**To learn about the health effects of alcohol and other drugs**, check out: <https://www.samhsa.gov/find-help/atod>  
<https://healthcenter1.com/substance-abuse/>

The **CCD Student Code of Conduct ([ccd.edu/studentcode](http://ccd.edu/studentcode))** includes campus policies and standards of conduct regarding alcohol and other drug use and related sanctions. All CCD students are expected to know and abide by these expectations in support of a productive, safe, and respectful community.

CCD students are expected to **not** use, be under the influence of, make, possess, distribute, buy or sell alcohol and/or drugs including paraphernalia while on campus, in class, or at college events.

**Students who are aged 21+** may responsibly and legally consume alcohol in the Tivoli Tap House, at Infinitus pie, and at Auraria functions serving alcohol in accordance with Auraria Higher Education Center (AHEC) alcohol service policy. Attending class while under the influence of alcohol, even if legal age, conflicts with campus policies.

Although Colorado law has legalized **marijuana** for individuals aged 21+, marijuana remains prohibited by Federal law and DFSCA. Thus, marijuana

(including medical marijuana) is included in campus policies and is not allowed to be consumed, possessed, etc., on campus property regardless of age.

Students suspected of violating alcohol and/or drug codes of conduct will be referred to the Office of Student Conduct and/or addressed by Auraria Campus Police Department.

For those found responsible of violating alcohol and/or drug policies, potential consequences depend on the severity of the situation, a student's conduct history, a student's response to the situation, and the real or potential impact of the concerns. Sanctions range from warning to expulsion, and often include educational and supportive outcomes such as workshops, alcohol/drug evaluations, follow-up meetings, research/reflection papers, or counseling.

**For information about Colorado laws,**  
see <https://leg.colorado.gov/agencies/office-legislative-legal-services/colorado-revised-statutes>

**There are a variety of treatment programs, counseling centers, and other related resources available for support related to substance use** on campus and within the community, including:

Auraria Campus/CCD Resources:

- CCD Counseling Center: 303.352.6436, [CCD.edu/Counseling](https://ccd.edu/Counseling)
- Health Center at Auraria: 303.556.2525, <https://healthcenter1.com/>
- Auraria Campus Crisis Line: 303-615-9911, <https://healthcenter1.com/contact-us/>

Community (State/National):

- Alcoholics Anonymous (AA): <https://daccaa.org/>
- Colorado Crisis Services: 1.844.493.8255, [coloradocrisisservices.org](https://coloradocrisisservices.org)

Colorado Division of Behavioral Health: [colorado.gov/pacific/cdhs/behavioral-health](https://colorado.gov/pacific/cdhs/behavioral-health)

- Substance Abuse and Mental Health Services Administration (SAMHSA): [SAMHSA.gov](https://www.samhsa.gov)

By County:

- Adams: Community Reach Center, [communityreachcenter.org](https://communityreachcenter.org)
- Arapahoe/Douglas: AllHealth Network, 303.730.8858, [allhealthnetwork.org](https://allhealthnetwork.org)
- Boulder, Broomfield: Mental Health Partners, 303.443.8500, [mhpcolorado.org](https://mhpcolorado.org)
- Denver: WellPower: 303.504.6500, <https://www.wellpower.org/>
- Jefferson County Mental Health Center: 303.425.0300, [jcmh.org](https://www.jcmh.org)

If you are concerned about a CCD community member due to alcohol or other drug use, mental health concerns, academic issues, or other reasons, the **CCD Care**

**Team** is also available as a resource. Visit [ccd.edu/care](https://ccd.edu/care) for more information and to submit a Care report.

If you have any questions about campus policies, student conduct processes, or anything else, please contact the Office of Student Conduct and Support at 303-352-3205 or me directly at [CCDstudentconduct@ccd.edu](mailto:CCDstudentconduct@ccd.edu).

We wish you continued success throughout the remainder of this academic year!

**James Ledbetter**

Director of Student Conduct & Support  
Community College of Denver  
Tivoli 243  
303-352-3037  
[james.ledbetter@ccd.edu](mailto:james.ledbetter@ccd.edu)  
Pronouns: he/they

**Appendix B -  
Annual Security Report Email to Employees (Fall 2024)**

Dear CCD CityHawks,

The Community College of Denver annual security report is now available. This report is required by federal law and contains policy statements and crime statistics for the school. The policy statements address the school's policies, procedures and programs concerning safety and security, for example, policies for responding to emergency situations and sexual offenses. Three years' worth of statistics are included for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by the school and on public property within or immediately adjacent to the campus.

This report is available online [www.ccd.edu/docs/annual-security-report](https://www.ccd.edu/docs/annual-security-report)

A PDF version is also attached to this email, and you may request a paper copy at the Office of Student Conduct and Support.

Thank you,

Sydney Pedregon, MA

*She, Her, Hers*

Dean of SPARC  
Community College of Denver

Tivoli Student Union, Suite 260  
P 303-352-3165 | E [sydney.pedregon@ccd.edu](mailto:sydney.pedregon@ccd.edu)





## **Appendix C - State Board Policy on Drug Free Workplace, SP 3 -24**

EFFECTIVE: April 20, 1989

REVISED: July 1, 1997

RETITLED: September 14, 2000

RETITLED: August 25, 2001

REVISED: January 10, 2019

REVISED: June 17, 2019

### REFERENCES:

Drug-Free Workplace Acts of 1988 and 1998 (41 USC, Sec. 81)

Drug-Free Schools and Communities Act Amendments of 1989 (20 USC 1011i)

Controlled Substances Act of 1970 (21 USC, Sec. 801 *et. seq.*) and Implementing Regulations

Colorado Revised Statutes Section 42-4-1301 and Sections 18-18-203 through 207

Board Policy 3-24, Drug-Free Workplace

Board Policy 19-30 Drug Free Schools

State Personnel Board Rules and Personnel Director's Administrative Procedures

### APPROVED:

Joseph A. Garcia

Joseph A. Garcia, Chancellor

### APPLICATION:

This procedure applies to all employees, as defined in BP 3-10, and volunteers in the Colorado Community College System (CCCS or System).

### BASIS:

CCCS is committed to protecting the safety, health and well-being of its employees, students, authorized volunteers, guests, and visitors through implementation of this procedure outlining the requirements for drug-free awareness programs at each College and the System Office.

Employees impaired by alcohol, controlled substances, or other drugs including prescription and non-prescription medications during work hours may pose safety and health risks. It is the System's intent to comply with each of the provisions of the Drug-Free Workplace Acts of 1988 and 1998 which prohibit the unlawful manufacture, distribution, dispensation, possession and/or use of a controlled substance where CCCS employees work, including while operating any state or CCCS owned vehicles or while conducting business for or representing CCCS. Additionally, it is the intent of CCCS to comply with the Drug-Free Schools and Communities Act Amendments as outlined in Board Policy (BP) and System President's Procedure (SP) 19-30, Drug Free Schools.

All employees are encouraged to report dangerous behavior or evidence of impairment in the workplace to their supervisor or Human Resources Department.

## DEFINITIONS:

*Controlled Substance:* A drug, substance, or immediate precursor included in schedules I through V, as further defined in federal and state law, including cocaine, marijuana, marijuana concentrate, cathinones, any synthetic cannabinoid, and salvia divinorum (21 USC, Sec. 812 and related federal regulations, as well as Colorado Revised Statute § 18-18-102(5), §§ 18-18-203–207).

## PRESCRIPTION AND PRESCRIBED MEDICATION:

A written or oral order for a pharmaceutical drug for use by a particular person given by a practitioner in the course of professional practice, including controlled substances prescribed in accordance with the regulations promulgated by the Director of the United States Drug Enforcement Administration, pursuant to the federal drug abuse control laws.

## FEDERAL SANCTIONS

A federal agency may apply the following sanctions when an institution or organization receiving federal grants or contracting with a federal agency fails to comply with the provisions of the Drug-Free Workplace Act:

- Suspend payments or terminate the contract or grant;
- Debar or prohibit the institution or organization from receiving federal grants or contracting with the federal government for a period of up to five years.

## Compliance

Compliance with the Drug-Free Workplace Act requires an institution that receives federal grants; or that allocates federal funds to individuals; or that contracts with a federal agency; to provide a drug-free workplace and to obtain certification from individuals receiving funds that they will comply with applicable policies and laws related to drugs.

Students who receive grants from federal funds are required to complete the certification form provided by the federal agency, which is the funding source.

Institutions that receive funds allocated for the Perkins Loan, College Work-Study, and Supplemental Educational Opportunity Grant programs, must complete the annual Certification Regarding Drug-Free Workplace Requirements provided by the United States Department of Education.

## Procedure

All employees are required to refrain from reporting to work or being subject to duty while their ability to perform job duties is impaired due to on or off-duty use of alcohol or drugs. This procedure applies during all work hours, whenever conducting business or representing CCCS and while on-call. If an employee tests positive for alcohol or other drugs during work hours, he or she may be in violation of this procedure and may be subject to disciplinary action, up to and including termination.

Employees taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may affect their ability to safely and efficiently perform their job duties. Any employee whose prescription or over-the-counter drugs may affect job performance must contact the College's or System's Human Resources office. In order to avoid unsafe workplace practices, if the use of a medication could compromise the safety of the employee, fellow employees or the public, it is the employee's responsibility to notify her/his supervisor and the supervisor must notify Human Resources, or the employee may notify their Human Resources office directly.

#### Prohibited Behavior

It is a violation of this procedure for an employee to unlawfully possess, manufacture, use, sell or transfer, or be impaired by alcohol, marijuana, controlled substances, over-the-counter drugs, or other intoxicants during working hours, whenever conducting business or representing the System, and while on-call. The illegal or unauthorized use of prescription drugs is also prohibited. If an employee tests positive for alcohol or other drugs during work hours, the employee may be in violation of this policy.

#### Notification Requirements

Any employee who is charged with or convicted of a criminal drug violation occurring in the workplace or while performing job duties must notify her/his Human Resources office in writing as soon as possible, but no later than within five (5) calendar days of the charge or conviction. Employees must notify their Human Resources office within the same timeframe of any charges or convictions involving alcohol occurring in the workplace or while performing job duties, as well.

Consistent with the Drug-Free Workplace Act, upon notification from the employee pursuant to this procedure, or actual notification from any other source that an employee has been convicted of violating any criminal drug statute in the workplace, the Chancellor or College President or respective designee(s) shall take the following steps:

Within ten days of receipt of notice of the conviction, send notification of such to appropriate federal agency(ies); and within 30 days of receipt of notice of any relevant conviction, take appropriate personnel action up to and including termination, or require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved by an appropriate federal, state, local, or other agency.

If the College or System receives notice that a classified employee has been convicted of violating a criminal drug statute in the workplace, a copy of the College's or System's notification of such to appropriate federal agencies must be forwarded to the State Personnel Director.

The System or each College receiving federal grants or contracts should refer to its contractual requirements and grant obligations after being notified by an employee

convicted of a criminal drug crime occurring in the workplace, as many of these agreements include mandatory reporting requirements by the College or System to a federal component.

#### Applicable Alcohol and Drug Testing

To ensure the accuracy and fairness of our testing program, the System's alcohol and drug testing vendors will comply with the model collection and drug testing standards issued by the United States Department of Health and Human Services through state price agreements in place for substance abuse testing.

All employees may be required to participate in reasonable suspicion testing when it is determined by the College or System that reasonable suspicion exists to suggest that the employee is under the influence of alcohol or drugs while on the job. Employees may be subject to post-accident testing when they cause or contribute to accidents that seriously damage a state vehicle, machinery, equipment, or property and/or result in an injury to the employee or another employee requiring offsite medical attention.

In addition to reasonable suspicion testing, some employees, depending on the nature and place of their duties or employment, and subject to applicable law including, but not limited to, Federal Motor Carrier Safety Administration regulations, may be subject to the following tests:

- Pre-employment
- Post- accident
- Random
- Return-to-duty
- Follow-up
- Other testing required by third-party affiliates, such as clinical sites

Testing for the presence of alcohol may be conducted by analysis of breath and/or urine. Testing for the presence of the metabolites of drugs may be conducted by the analysis of urine.

Any employee who refuses to cooperate in the testing process, or who adulterates, dilutes, tampers with, or otherwise interferes with accurate testing may be subject to the same consequences as a positive test.

Any employee who tests positive will be given the opportunity to provide an explanation for the positive result.

#### Consequences and Personnel Actions

One of the goals of this procedure is to encourage employees to voluntarily seek help with alcohol and/or drug problems. An employee who violates this procedure may be subject to referral for treatment. In addition, violations of this procedure may result in personnel action, up to and including termination of employment depending on the circumstances involved.

In the case of applicants, if an individual violates this procedure, the offer of employment can be withdrawn.

Violators of the procedure may also be referred to the appropriate authorities for prosecution depending on the circumstances of the violation.

#### Return to Duty Agreements

If a College or the System determines that it is appropriate for positions requiring a commercial driver's license, a Return-to-Duty (RTD) agreement may be implemented when an employee violates this procedure but remains employed or is otherwise retained by the entity. RTD work agreements are implemented to ensure the employee abides by the provisions set forth in the RTD agreement, while performing their job duties. An employee who violates an RTD work agreement may be subject to corrective and/or disciplinary action, up to and including termination.

#### Colorado State Employee Assistance Program

The Colorado State Employee Assistance Program (C-SEAP) is available to provide consultation regarding substance abuse issues. When an employee tests positive for alcohol, controlled substances, or other drugs including prescription and over-the-counter drugs or otherwise violates this procedure, and the appointing authority determines that the employee will be retained, the College or System is encouraged to utilize the resources available through C-SEAP.

It is the role and function of C-SEAP to:

- Provide initial assessment, determine and monitor the services necessary and appropriate, and make referrals to community resources; and
- Provide return-to-duty consultation and assistance, including monitoring the employee's compliance and/or progress.
- Any employee referred to C-SEAP under this procedure for mandatory treatment will be required to sign a release of information allowing C-SEAP to report progress to the employee's appointing authority.
- Any employee may seek assistance from C-SEAP at any time. The C-SEAP staff is also available for consultation with the Colleges or System regarding drug-free workplace education and training.

#### Confidentiality

CCCS respects the privacy of all employees. Therefore, reasonable precautions will be taken to ensure the privacy and confidentiality of an employee throughout the testing process and to administer procedures fairly and consistently. Access to this information is limited to those who have a legitimate "need to know" in compliance with relevant laws and policies. All drug testing information will be maintained in separate confidential records.

#### Distribution of Policy Statement and Verification

Each College and the System will require that each employee covered by this procedure receive a copy of the Drug-Free Workplace Policy Statement, which is based on BP 3-24, and that each employee signs an Employee Acknowledgment Form verifying receipt and acknowledging compliance as a condition of employment.

Revising this Procedure

CCCS reserves the right to change any provision or requirement of this procedure at any time and the change shall become effective immediately.

Employee Acknowledgement Form Drug-Free Workplace Policy Statement  
EMPLOYEE ACKNOWLEDGMENT FORM  
DRUG-FREE WORKPLACE POLICY STATEMENT

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Name of College/System

I, THE UNDERSIGNED EMPLOYEE have received a copy of the Drug-Free Workplace Policy Statement; and I agree to abide by the terms of the policy statement; and I agree to notify my supervisor if I am charged with or convicted of violating a criminal drug statute in the workplace no later than five (5) days after the date of such conviction.

## **Appendix D - Colorado Community College System President's Procedure: Drug-Free Workplace, SP 3 – 24**

### **REFERENCES:**

Drug-Free Workplace Act of 1988, 102, Stat. 4304  
Drug-Free Schools and Communities Act Amendments of 1989 (20 USC 1011i)  
Controlled Substances Act of 1970 (21 USC, Sec. 801 et. seq.) and Implementing Regulations  
Colorado Revised Statutes Section 42-4-1301 and Sections 18-18-203 through 207  
System President's Procedure SP 3-24, Drug-Free Workplace  
Board Policy 19-30 Drug Free Schools  
State Personnel Board Rules and Personnel Director's Administrative Procedures

### **APPROVED:**

/ Dr. Byron McClenney /  
Dr. Byron McClenney, Chair

### **POLICY STATEMENT**

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the workplace.

### **SCOPE**

This policy applies to all employees in the Colorado Community College System (CCCS or System).

### **SANCTIONS**

Observance of this policy is a condition of employment and violation of such will subject the employee to appropriate disciplinary action up to and including termination.

### **REPORTING OF CHARGES/CONVICTIONS**

Any employee who is charged with or convicted of a criminal drug violation or violation involving alcohol occurring in the workplace or while performing job duties must notify their Human Resources office as outlined in SP 3-24, Drug-Free Workplace, which may trigger additional notification requirements upon the System.

### **DRUG-FREE AWARENESS PROGRAM**

The Colleges and the System shall establish drug-free awareness programs which will inform all employees about this policy. The programs will also inform employees about the dangers of drug abuse and about available drug counseling, rehabilitation, and employee assistance programs.

### **PROCEDURES**

The Chancellor shall promulgate any procedures which may be necessary to implement this policy.



## **Appendix E - State Board for Community Colleges & Occupational Education: Drug Free Schools, BP 19 – 30**

**APPROVED:** July 12, 1990

**EFFECTIVE:** October 1, 1990

**REPEALED:** September 14, 2000

**READOPTED:** August 25, 2001

**REVISED:** February 11, 2015

**REVISED:** April 13, 2022

**REFERENCE(S):** Drug-Free Schools and Communities Amendments Act of 1989 (PL 101-226); Drug-Free Schools and Campuses Regulations 34 C.F.R. Part 86

### **APPROVED:**

/S.R. Heath, Jr./

The Honorable S.R. Heath, Jr., Chair

### **POLICY STATEMENT**

It is the policy of the Board to maintain compliance with the Drug-Free Schools and Communities Amendments Act of 1989, (the "Act"). The Act requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. This includes providing an annual notice to all students and employees and a biennial review of college drug and alcohol prevention programs.

In compliance with the Act, the Colorado Community College System prohibits the unlawful manufacture, dispensation, possession, use, or distribution of a controlled substance (illicit drugs and alcohol) of any kind and in any amount. These prohibitions cover any individual's actions that are part of any college activities, including those occurring while on college property or in the conduct of college business away from the campus.

### **SCOPE**

This policy applies to the Colleges within the Colorado Community College System (CCCS).

### **SANCTIONS**

Failure to comply with the Act may result in the loss of all federal funds.

### **PROCEDURE**

The Chancellor shall promulgate such procedures as may be needed to implement this policy.

## **Appendix F - Colorado Community College System President's Procedure: Drug Free Schools, SP 19 - 30**

[COLLEGE NAME] is a Community College governed by the State Board for Community Colleges and Occupational Education (Board). Board Policy 19-30, Drug-Free Schools, requires the College to comply with the Drug-Free Schools and Communities Amendments Act of 1989 (20 U.S.C. Section 1145g). The College has adopted the following Drug and Alcohol Abuse Prevention Program.

### **STANDARD OF CONDUCT**

In compliance with the federal Drug-Free Schools and Communities Amendments Act, [COLLEGE] prohibits the unlawful manufacture, dispensation, possession, use, or distribution of a controlled substance (illicit drugs and alcohol) of any kind and in any amount, including marijuana. These prohibitions cover any individual's actions which are part of any College activities, including those occurring while on College property or in the conduct of College business away from the campus. A student or employee who violates this policy will be subject to both criminal sanctions and College sanctions as described below.

### **LEGAL SANCTIONS FOR VIOLATION OF THE STANDARDS OF CONDUCT**

Any student or employee who is convicted of the unlawful manufacture, distribution, dispensation, possession, use/abuse of illicit drugs or alcohol is subject to criminal penalties under local, state and federal law. Following is a non-exhaustive list of drug and alcohol sanctions, which may be amended by subsequent legislation.

#### **Federal Sanctions**

A federal drug conviction may result in the loss of federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal drug distribution convictions may result in denial of federal benefits for up to five years for a first conviction, ten years for a second conviction and permanent denial for subsequent convictions. Federal drug convictions for possession may result in denial of federal benefits for up to one year for a first conviction and up to five years for subsequent convictions. 21 U.S.C. Section 862.

Penalties for federal drug possession charges start with up to one year in prison and a fine of no less than \$1,000. Subsequent convictions face more severe prison sentences (up to three years) and fines (\$5,000). 21 U.S.C. Section 844.

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved. The minimum penalty for a conviction is one year in prison and a fine up to \$100,000, and maximum penalty is life in prison and a fine up to \$10,000,000. If the conviction involves death or serious bodily injury, or an individual has prior drug convictions, the penalties are more severe. 21 U.S.C. Section 841. A complete chart of federal drug trafficking sanctions, maintained by the U.S. Drug Enforcement Agency, is included at the end of this section and can be

found here: <https://www.dea.gov/sites/default/files/2021-12/Trafficking%20Penalties.pdf>.

### State of Colorado Sanctions

State laws regulating the production, dispensation, possession, and use of alcohol and drugs are generally found in Titles 12 and 18 of the Colorado Revised Statutes.

At the state level, drug offenses are classified as petty offenses, misdemeanors or felonies. Petty offenses may carry a fine up to \$100 and community service. Misdemeanor offenses range from a \$50 fine, to 18 months in jail and/or a fine up to \$5,000. Felony drug offenses range from 6 months to 32 years imprisonment, and fines ranging from \$1,000 to \$1,000,000. C.R.S. Title 18, Article 1.3.

A person under the age of 21 who possesses alcohol or less than two ounces of marijuana, or who consumes alcohol or marijuana, may be subject to a fine up to \$100 and/or mandated substance abuse education for a first time offense. Subsequent offenses carry higher fines, up to \$250 and possible community service hours. C.R.S. 18-13-122.

Provision of alcohol to any person under the age of 21, a visibly intoxicated person, or a known alcoholic is a misdemeanor and may be punishable by a fine of up to \$5,000 and 18 months in jail. C.R.S. 44-3-901.

Operation of a motor vehicle while under the influence of alcohol and/or drugs can be subject to a \$1,000 fine, up to one year in jail, license revocation, and community service for a first time offense. Driving while ability impaired, a lesser offense, can be subject to 180 days in jail and up to \$500 in fines. Subsequent DUI or DWAI offenses are subject to higher fines and jail time. C.R.S. Title 42, Article 4.

### Local Sanctions

Depending on where the College is located, local ordinances may also prohibit a variety of offenses for drug and alcohol violations. More information can be found at: <https://library.municode.com/co>.

Overall, the exact penalty assessed depends upon the nature and severity of the individual offense, as well as prior convictions.

### PENALTIES WHICH MAY BE IMPOSED BY THE COLLEGE

Students and/or employees who violate the above standard of conduct will be subject to disciplinary action pursuant to the applicable student and employee disciplinary policies and procedures. The sanctions may include, but are not limited to, a requirement to complete an appropriate rehabilitation or re-entry program, discipline up to and including expulsion for students and termination for employees, and/or referral to authorities for prosecution.

### HEALTH RISKS ASSOCIATED WITH USE OF ILLICIT DRUGS AND ALCOHOL ABUSE

There are numerous health risks associated with drug and alcohol abuse, which may include, but are not limited to:

Risk of dependence;

Short-term effects: mild dehydration, vomiting, blackouts/short-term memory loss, sleeplessness, anxiety, restlessness, and inflammation;

Long-term effects: malnutrition, brain damage, heart disease, pancreatitis, cirrhosis of the liver, mental illness, death, low birth weight babies, and babies with drug addictions; and/or

Risk of overdose

More specific information about the health effects of alcohol and commonly used drugs can be found on the National Institutes of Health websites: [www.niaaa.nih.gov](http://www.niaaa.nih.gov) and [www.drugabuse.gov](http://www.drugabuse.gov).

#### AVAILABLE COUNSELING, TREATMENT, REHABILITATION OR RE-ENTRY PROGRAMS

Information on available counseling, treatment, rehabilitation or re-entry programs is available at [CAMPUS OFFICE NAME and consider listing programs below] or the Colorado Department of Health.

EFFECTIVE: October 1, 1990

RETITLED: September 14, 2000

RETITLED: August 25, 2001

REVISED: March 27, 2015

REVISED: April 13, 2022

RENUMBERED: April 13, 2022

REFERENCE(S): Board Policy (BP) 19-30, Drug-Free Schools

APPROVED:

/ Joseph A. Garcia /  
Joseph A. Garcia, Chancellor

#### APPLICATION

This procedure applies to the Community College System, including its Colleges (CCCS or System).

#### BASIS

Board Policy (BP) 19-30 provides that all Colleges within CCCS must comply with the Drug-Free Schools and Communities Amendments Act of 1989 (the Act).

#### PROCEDURE

Each College shall adopt and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

The program shall consist, at a minimum, of the following:

Develop, implement and annually distribute the College's Drug and Alcohol Abuse Prevention Program (Program) to all students and employees (see Appendix A, Sample Program). Distribution requirement may be satisfied by inclusion of the Program in class schedule(s), catalog(s), direct mail bill(s), College issued email(s), or any other method that will accomplish notice. Additionally, the program information can be posted on the web with notification made to students and

employees using the exact web address as to the location of the information. Colleges must have a plan to distribute the Program to new students and employees who enroll or are hired after the annual notification. The Human Resources and Student Services offices shall keep records, in order to document distribution to all employees and students.

Review the Program biennially, in every even-numbered year, to determine its effectiveness, implement necessary changes, and ensure that sanctions are consistently enforced. The report should be completed by the College and made available to the public upon request by October 1st of every even-numbered year.

#### RECORDKEEPING

Colleges shall keep records documenting compliance with the Act for a minimum of three years after the federal fiscal year in which the record was created.

#### REVISING THIS PROCEDURE

CCCS reserves the right to change any provision or requirement of this procedure at any time and the change shall become effective immediately.

Attachment: Drug and Alcohol Abuse Prevention Program

(Sample)

[COLLEGE NAME] is a community college governed by the State Board for Community Colleges and Occupational Education (Board). Board Policy 19-30, Drug Free Schools, requires the College to comply with the Drug Free Schools and Communities Amendments of 1989 (PL 101-226 in federal law). The College has adopted the following Drug and Alcohol Abuse Prevention Program:

#### **Standard of Conduct**

In compliance with the federal Drug Free Schools and Communities Act, [COLLEGE] prohibits the unlawful manufacture, dispensation, possession, use, or distribution of a controlled substance (illicit drugs and alcohol) of any kind and in any amount including marijuana. These prohibitions cover any individual's actions which are part of any College activities, including those occurring while on College property or in the conduct of College business away from the campus.

#### **Legal Sanctions for Violations of the Standards of Conduct**

Any student or employee who is convicted of the unlawful manufacture, distribution, dispensation, possession, use/abuse of illicit drugs or alcohol is subject to criminal penalties under local, state and federal law. These penalties, at the state level, range in severity from a fine of up to \$500,000 and/or jail time of life imprisonment. A federal conviction can carry a fine up to \$4,000,000 and/or life in prison. The exact penalty assessed depends upon the nature and severity of the individual offense as well as prior convictions.

#### **Penalties Which May be Imposed by the College**

Students and/or employees who violate the above standard of conduct will be subject to disciplinary action pursuant to the applicable employee and student

disciplinary policies and procedures. The sanctions may include, but are not limited to, a requirement to complete an appropriate rehabilitation or re-entry program, discipline up to and including expulsion for students and termination for employees, and/or referral to authorities for prosecution.

**Health Risks Associated with Use of Illicit Drugs and Alcohol Abuse:**

Health risks associated with drug and alcohol abuse include, but are not limited to: malnutrition, brain damage, heart disease, and pancreatitis, cirrhosis of the liver, mental illness, death, low birth weight babies, and babies with drug addictions.

**Available Counseling, Treatment, Rehabilitation or Re-entry Programs**

Information on available counseling, treatment, rehabilitation or re-entry programs is available at [CAMPUS OFFICE NAME] or the Colorado Department of Health.

## **Appendix G - Auraria Higher Education Center Policy: Special Events Involving Alcohol**

### **Policy**

Certain facilities on the Auraria Campus are designated as non-public spaces for the purpose of consuming liquor, wine or beer (alcoholic beverages). Any sale, distribution, or consumption of alcoholic beverages in any other locations, except as provided for under specific license, is prohibited. Alcohol is generally not allowed in any common areas of the buildings. The attached chart specifies the approved Campus locations where alcohol may be sold and/ or distributed.

All events involving the sale or distribution of alcohol require the sponsor to obtain all licenses and/ or permits, and provide a minimum of fourteen-business days notice with the appropriate Campus scheduling office. Additional notice may be required if the event falls within other special event criteria regarding lead time requirements (i.e.; large major events, etc.).

When an event distributes or sells alcohol, the sponsor (whether individual, club, organization or department) accepts an increased degree of liability and responsibility for the event and the behavior of their guests. The sponsor further assumes responsibility for ensuring that persons under 21 years of age are not served alcoholic beverages.

A Campus Alcohol Service Permit for distribution or sales must be obtained from the appropriate scheduling office (Tivoli Conference Services Office for events scheduled in the Tivoli & Tivoli grounds; Events Center Office for events scheduled in the Events Center & on Campus grounds; the King Center Administrative Office for the King Center). For events involving the sale of alcohol, a Campus Permit will not be issued prior to the sponsor obtaining and providing evidence of appropriate approvals from the City (see below).

### **Procedures**

The following policies must be adhered to (and will be considered in addition to those outlined in the "Special Social Events Policy" for events falling within this category).

1. The alcohol consumption must be confined to the reserved facility. Alcohol may not be brought in to an event, nor taken out of the defined scheduled area. Certain events may be required to have certified servers and/or bartenders (Check with the facility scheduler for requirements). All alcohol must be served by persons at least 21 years of age.
2. 2. If alcohol is to be sold, it must take place in an approved Campus location, only. The sponsor is responsible for applying for and obtaining the appropriate Special Events License from the City and County of Denver, when appropriate or required. (Note that the approval process takes approximately 45 days. The campus scheduling offices will not provide final approval for use of the space until documentation has been provided which indicates that the necessary

approvals have been secured from the City & County). Alcohol is considered “sold” at an event when admission is being charged, servings are sold, or a collection is taken prior to the event. A copy of the application, as well as the final approved permit must be provided to the facility scheduler in advance of the event.

3. For certain events involving the sale or distribution of alcohol, Campus Police Officer or Security Officer coverage may be required (see Police Services Policies/Procedures). Such factors may include size of event, public/non-public, nature, after hours, etc. The sponsoring organization is responsible for paying the hourly fee associated with these officers/security officers.
4. For all events sponsored by a recognized student organization involving the sale or distribution of alcohol, the faculty/staff advisor (or a full-time professional staff member designated by the Student Activities/Student Life Directors) is required to monitor the entire function. The advisor will be required to co-sign the Campus Alcohol Permit and will acknowledge the agreement to attend the function. Failure to have the advisor present throughout the function will result in the alcohol service not being commenced and/or service being ceased. Student organizations are required to check with their respective Student Activities/Student Life offices for additional requirements of their Institution.
5. A variety of non-alcoholic beverages (other than water) must be provided. Food must be provided at all events serving alcohol.
6. Last call for any event selling or distributing alcohol must take place 45 minutes before the scheduled end time. Alcohol service must cease 30 minutes before the scheduled event end time.
7. In some instances, additional insurance coverage may be required for an event. This requirement will be coordinated at the time the reservation request is submitted.
8. Within the Tivoli Student Union, special approval may be obtained for private events involving alcohol in the programmable lounge areas. These special approvals should be requested through the Tivoli Conference Services scheduling office. The North Classroom Galleria is available for special use for Institutional programs (when classes are not in session). Special approval is obtained through the Events Center scheduling office. These specially approved events will be governed by the above noted policies. Within the facilities of the King Center, specific areas, with special approval, may be used for private events that involve alcohol. Special approval is requested through the King Center Administration office located in Rm. 248.

**Note:** This policy supersedes all other Auraria Campus policies related to events involving alcohol.



## **Appendix H - Student Conduct Narcotics/Alcohol Code**

### Unsatisfactory Conduct:

Using, being under the influence, manufacturing, possessing, cultivating, distributing, purchasing, or selling of alcohol and/or drugs (illegal and/or dangerous or controlled substance) and/or alcohol/drug paraphernalia while on college-owned or college-controlled property, and/or at any function authorized or supervised by the College and/or in state-owned or leased vehicles.

NOTE: Although possession and use of marijuana consistent with the requirements of the Colorado Constitution is no longer a crime in the State of Colorado, the possession and use of marijuana remain illegal under federal law. Consistent with federal law, including the Controlled Substances Act and the Drug Free Schools and Communities Act, the use and/or possession of marijuana continues to be prohibited while a student is on college-owned or college-controlled property, and/or any function authorized or supervised by the College and/or in state-owned or leased vehicles.