



Introduction

The Drug-Free Schools and Communities Act of 1989 Amendments required institutions of higher education to design and implement alcohol and illicit drug programs on their campuses. As a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education has to 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" on campus property or as part of any campus activity.

This legislation directed Colleges to:

1. To develop a written policy on alcohol and other drugs.
2. To develop a process that ensures policy distribution to all students, staff, and faculty.
3. To enumerate federal, state, or local sanctions for unlawful possession or distribution of illicit drugs and alcohol.
4. To describe health risks associated with alcohol abuse or illicit drug use.
5. To describe College drug and alcohol programs available for students and employees.
6. To specify disciplinary sanctions imposed on students and employees for policy violations.
7. To conduct biennial reviews to assess the effectiveness of its alcohol and drug programs.

The law further requires an institution of higher education to review its program to:

1. To determine its effectiveness and implement changes if they are needed, and
2. To ensure that the sanctions developed are consistently enforced.

Century College is a two-year community and technical college that is a member of the Minnesota State Colleges and Universities comprising 7 universities and 24 two-year institutions across the state. Century College is a comprehensive two-year public institution which offers career technical education (CTE) programs leading to certificates, diplomas, Associate of Applied Science (AAS) degrees, Associate of Science (AS) degrees and Associate of Arts (AA) degree, focusing on liberal arts courses which transfer to four-year institutions. The College serves over 9000 students with a full-time equivalent enrollment of 5740 students. The average age of our students is 26 years-old with 40% students of color. Century College is a commuter institution and does not offer residential housing.

In compliance with federal legislation, the Drug Free Campus Task Force of Century College has prepared this biennial review.

Definition: Drug and Alcohol-Free Campus

According to the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) and Minnesota Statutes 152 Drugs, Controlled Substances, and 340A Liquor. Students or employees shall not use, manufacture, sell, give away, barter, deliver, exchange or distribute, or possess with the intent to use, manufacture, sell, give away, barter, deliver, exchange or distribute a controlled substance or drug paraphernalia as defined in Minnesota Statutes, Chapter 152, while on campus or while involved in a college activity, service, project, program or work situation.

Students or employees shall not use or possess a controlled substance, except when the possession is for that person’s own use and is authorized by law 1) while on campus, or 2) while involved in an on-campus or off-campus college activity, service, project, program or work situation.

Except as allowed by Minnesota Statute 624.71, students or employees shall not introduce upon or have possession upon any college campus, or while involved in a college activity, service, project, program or work situation, any alcoholic beverage as defined in Minnesota Statute 340A.

Employees and students shall not operate, use or drive any equipment, machinery, or vehicle of the College while under the influence of alcohol or controlled substances. Such employee or student is under the affirmative duty to immediately notify his/her supervisor that he/she is not in appropriate mental or physical condition to operate, use or drive college equipment.

Employees are discouraged from consuming alcoholic beverages during lunch or dinner meals when returning immediately thereafter to perform work on behalf of the College. Any employee whose condition or behavior adversely affects his/her work performance shall be subject to possible discipline, up to and including discharge.

When an employee is taking medically authorized drugs or other substances which may alter job performance, the employee is under an affirmative duty to notify the appropriate supervisor of his/her temporary inability to perform the job duties of his/her position. Supervisors shall notify the Director of Human Resources before notifying appropriate law enforcement agency when they have reasonable suspicion to believe that an employee may have illegal drugs in his/her possession at work or on college premises. When appropriate, the College shall also notify licensing boards.

Disclosure of Offenses

Institutions of higher education are permitted to disclose to parents or legal guardians of a student under the age of 21 years information regarding the violation of any federal, state, or local law, and institutional disciplinary rule or policies related to the use or possession of alcohol or a controlled substance.

Health Risks Associated with the Abuse of Alcohol and Illicit Drugs

- Alcohol is one of the top 5 most commonly abused drug in the United States today States today.
- Alcohol is a drug that acts on the brain. It is potentially addicting, both physically and mentally.
- Alcohol abuse harms or endangers the drinker or other people.
- Alcohol abuse can result in violence, poor judgment, and loss of coordination.
- Alcoholism is a disease characterized by a physical and mental dependence on alcohol.
- About 1 in 8 drinkers becomes an alcoholic.
- Alcohol consumed in heavy amounts over a period of years can result in damage to your health. It can cause malnutrition, brain damage, cancer to the mouth, stomach and esophagus, heart disease, liver damage, ulcers and gastritis as well as damage to other body organs.
- Prolonged excessive drinking can shorten life spans by 10 to 12 years or more.
- Drug abuse is a major problem that results when drugs are used improperly.
- Drug abuse is using natural or synthetic chemical substances for non-medical reasons to affect the body, mind and behavior.
- Abusing drugs can be dangerous especially when they are taken for a long time, in the wrong combinations or in excess.
- If you take drugs, you risk overdose and dependence, both physical and psychological.
- Long-term drug abuse can lead to mental illness, malnutrition, and organ damage.
- The risk of AIDS, hepatitis and other diseases increases if drugs are injected.
- When drugs make you lose control, you may do things beyond your ability and take foolish risks. Accidents and injuries can result to you and to others.
- Abusing drugs can also cause legal, economic, and personal problems.
- People who abuse drugs often need help.
- Breaking a drug habit without outside help can be dangerous because of withdrawal symptoms and difficult because of the psychological need.

Alcohol and Drug Policy and Procedure for Policy Violations – Century College Students

Drug and Alcohol -Free Campus Policy

The standards of conduct at Century College clearly prohibit the unlawful possession, use or distribution of drugs and alcohol by students and staff on the campus premises or in conjunction with any college-sponsored activity or event whether on- or off-campus.

The College will take steps to educate its community regarding the health risks associated with alcohol and drug abuse. Appropriate referrals to counseling and health agencies will be made to individuals as needed.

The College will impose sanctions on students and employees who violate this policy. Disciplinary action may include, but is not limited to, the following:

- Completion of an education program
- Completion of community service hours
- Referral to the Counseling Center or other appropriate department
- Suspension or separation from the College
- Referral to law enforcement agencies for prosecution of felony, gross misdemeanor or misdemeanor charges
- Expulsion from the College

Legal Sanctions

Where appropriate, drug and alcohol violations are referred to law enforcement officials for prosecution.

Local laws

The City of White Bear Lake prohibits the sale & consumption of alcohol beverages to persons under the age of 21 (§1002.140). The City of Mahtomedi prohibits the and consumption of or possession of open alcoholic beverages in any public place or vehicle (§8.02)

State Laws

The state of Minnesota prohibits the possession and distribution of controlled substances. State sanctions for illegal possession and/or distribution of controlled substances can have a maximum penalty of up to 40 years in prison and/or \$1,000,000 fine. For specific sentencing guidelines and definitions of controlled substances refer to [MN State Statute 152 Drugs; Controlled Substances](#).

The State of Minnesota may impose a wide range of sanctions for alcohol-related violations. For example, driving while intoxicated (blood alcohol content of .08 or more for individuals that are 21 years or older) may result in a maximum penalty of 7 years in prison and/or fine not more than \$14,000. Persons under the age of 21 who operate a motor vehicle after consuming any amount of alcohol may result in a maximum penalty of 90 days in jail and/or a fine not to exceed \$1,000. For specific sentencing guidelines refer to [MN State Statute 169A; Driving While Impaired](#). Possession of alcohol under age 21 or use of false identification to purchase alcohol results in \$100 fine. Furnishing alcohol to persons under 21 is punishable by up to a \$3,000 fine and/or one year imprisonment. For specific sentencing guidelines refer to [MN Statute 340A; Liquor](#).

Federal Drug Laws-The possession, use, or distribution of illegal drugs is prohibited by federal law. There are strict penalties for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

[A. Denial of Federal Benefits 21 U.S.C. 862](#)

A federal drug conviction may result in the loss of federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal drug trafficking convictions may result in denial of federal benefits for up to five years for a first conviction. 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.

[B. Forfeiture of Personal Property and Real Estate 21 U.S.C. 853](#)

Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

[C. Federal Drug Trafficking Penalties 21 U.S.C. 841](#)

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The list below is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe.

If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces a mandatory life sentence and fines ranging up to \$75 million. Persons convicted on federal charges of drug trafficking within 1,000 feet of a university (21 U.S.C. 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year.

[D. Federal Drug Possession Penalties 21 U.S.C. 844](#)

Persons convicted on federal charges of possessing any controlled substance face penalties of up to one year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than two years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than three years in prison and a minimum fine of \$5,000.

For specific Federal sentencing guidelines and definitions of controlled substances refer to [21 U.S.C. Chapter 13 Drug Abuse and Prevention and Control](#)

Financial Aid Suspension

A student convicted of any federal or state law for the possession or sale of drugs is ineligible for financial aid. For drug possession, the ineligibility period is one year for the first offense, two years for the second offense, and indefinitely for the third offense. For drug sale, the ineligibility period is two years for the first offense and indefinitely for the second offense. Eligibility may be restored if, during the ineligible period, the student satisfactorily completes a drug rehabilitation program that meets criteria determined by the Federal Government, and includes two unannounced drug tests.

Alcohol and Drug Policy and Procedure for Policy Violations – Century College Employees

Policy Application:

1. Minnesota State Employee Code of Conduct Policy 1C.01, part 4, Subpart I

Subpart I. [Alcohol and drug use](#). Employees are expected to perform their jobs efficiently, safely and in a professional business-like manner. An employee’s ability to perform effectively may be hampered by alcohol or other drug use, and under state policy employees may not report to work under the influence, or operate machinery, vehicles or equipment while under the influence. Recognizing that alcoholism and other drug dependencies are a significant societal and personal problem, the state’s employee assistance program is available to assist system employees who may have an alcohol or drug abuse problem. The state's policy on work-related substance abuse is non-discriminatory in intent and application. However, in accordance with Minnesota Statutes §363A, disability does not include any condition resulting from alcohol or other drug abuse which prevents a person from performing essential functions of the job or creates a direct threat to property or the safety of individuals.

Link: <http://minnstate.edu/board/procedure/1c-00p1.pdf>

2. State of Minnesota Policy HR/LR #1418 State Policy on Alcohol and Other Drug Use by State Employees. Link https://mn.gov/mmb/assets/1418DrugAndAlcoholPolicy2016_tcm1059-253325.pdf **Policy Statement** “The State of Minnesota recognizes that alcoholism and other drug dependencies are a significant social problem with a potential for causing severe effects to the state's workforce. The State of Minnesota recognizes that it has a responsibility to maintain a drug free workplace. The state also recognizes that drug dependency may be an illness. Consistent with this understanding, however, the state has an obligation to ensure that its employees perform their jobs efficiently, safely and in a professional business-like manner.”

Communication to Employees:

1. New Employee Orientation provided within 90 days of hire includes narrative information regarding the state policy as well as resources for employee such as Employee Assistant Program

CENTURY COLLEGE

Drug and Alcohol Use

- **Drug-Free Work Place –State Policy**
Responsibility to maintain drug/alcohol free workplace.
- Employee Assistance Program
- Smoking Policy – Tobacco-free Campus**

2. The Employee Guidebook also provides State and Minnesota State Colleges and University policy and resource information on both alcohol and tobacco use and abuse by employees. The Guidebook is shared at Orientation and posted to the Human Resources employee portal page (link is not accessible outside college security network). Excerpt as follows:

Tobacco, Alcohol or Other Controlled Substances (College Policy 6.24.0.1, Minnesota State employee Code of Conduct 1C.01 and State Policy 1481) (p. 13)

- Century College recognizes that alcoholism and other drug dependencies are a significant social problem with a potential for causing severe effects to the state's workforce and that it has a responsibility to maintain a drug free workplace. The college also recognizes that drug dependency may be an illness. Consistent with this understanding, however, the state has an obligation to ensure that its employees perform their jobs efficiently, safely and in a professional business-like manner.
 - Century College prohibits smoking, tobacco use, electronic cigarettes and tobacco sales (including the use or sale of smokeless tobacco products) are prohibited on college owned, operated, or leased property including in college vehicles.
 - Employees who violate these policies are subject to disciplinary action, up to and including suspension or termination of employment. Employees with alcohol or substance abuse problems may be referred to the Employee Assistance Program or elsewhere for assessment and/or counseling.
3. Annual Notice: The College provides an annual notice (via email) including the drug and alcohol, tobacco polices along with other safety related and legally required notices.

STATE OF MINNESOTA POLICY ON ALCOHOL AND OTHER DRUG USE BY STATE EMPLOYEES (HR/LR Policy and Procedure #1418)

Introduction

The State of Minnesota recognizes that alcoholism and other drug dependencies are a significant social problem with a potential for causing severe effects to the state's workforce. The State of Minnesota recognizes that it has a responsibility to maintain a drug free workplace. The state also recognizes that drug dependency may be an illness. Consistent with this understanding, however, the state has an obligation to ensure that its employees perform their jobs efficiently, safely and in a professional business-like manner.

The purpose of this document is to set forth the state's policy regarding alcohol and other drug use, including unlawful drug use or abuse, in the workplace.

Scope of Coverage

This policy is applicable to all employees of the Executive Branch and shall be enforced by each state agency. Questions regarding this policy should be addressed to agency Appointing Authorities or their Personnel Officers, or to Minnesota Management & Budget.

Definitions

- A. "Work-related Alcohol and Other Drug Abuse" is defined as the use of mood-altering drugs, including all forms of alcohol, narcotics, depressants, stimulants, hallucinogens, marijuana or the use of prescription drugs when resulting behavior or appearance adversely affects work performance.
- B. "Adversely Affects Work Performance" and "Under the Influence" shall be determined to be present if the employee is perceptibly impaired; has impaired alertness, coordination, reactions, responses or effort; if the employee's condition threatens the safety of him/herself or others; or if the employee's condition or behavior presents the appearance of unprofessional or irresponsible conduct detrimental to the public's perception of the state as an employer as determined by the supervisor or manager or others observing the employee.
- C. "Controlled Substances" means those substances whose distribution is controlled by regulation or statute including, but not limited to, narcotics, depressants, stimulants, hallucinogens and cannabis.
- D. "Mood-altering" or "Alter" means changed behavior which may limit an employee's ability to safely and efficiently perform his/her job duties or poses a threat to the safety of the employee or others.

State Employee Assistance Program

The state has in place a formal Employee Assistance Program to assist employees in addressing problems such as alcohol or other drug abuse. Employees who may have an alcohol or other drug abuse problem are encouraged to seek a professional assessment from the Employee Assistance Program before the problem affects their employment status. Participation in this program is voluntary and confidential, except as may be required pursuant to Public Law 100-690, Title V, Subtitle D.

Non-Discrimination

The state's policy on work-related substance abuse is non-discriminatory in intent and application. However, in accordance with Minnesota Statutes, Chapter 363, disability does not include any condition resulting from alcohol or other drug abuse which prevents a person from performing essential functions of the job or creates a direct threat to property or the safety of individuals.

Consequence of Violations

Violations of this policy may constitute just cause for discipline, including possible discharge. Each situation will be evaluated on a case-by-case basis depending upon the severity and circumstances involved.

Prohibitions

- A. No employee shall report to work under the influence of alcohol, marijuana, controlled substances, or other drugs which affect his/her alertness, coordination, reaction, response, judgment, decision-making or safety.
- B. No employee shall operate, use or drive any equipment, machinery or vehicle of the state while under the influence of alcohol, marijuana, controlled substances, or other mood-altering drugs. Such employee is under an affirmative duty to immediately notify his/her supervisor that he/she is not in appropriate mental or physical condition to operate, use or drive state equipment.
- C. No employee shall unlawfully manufacture, distribute, dispense, possess, transfer, or use a controlled substance in the workplace or wherever the state's work is being performed.
- D. During work hours or while on the state's premises, no employee shall use, sell, possess or transfer alcoholic beverages, with the following exceptions:
 - Consumption, possession, sale or purchase of alcohol when authorized by a Commissioner under separate statutory or executive agency authority.
 - Possession of alcohol while being transported in a state vehicle in compliance with applicable statutory requirements.
 - Possession of alcohol while in an employee's personal vehicle on the state's premises in compliance with applicable statutory requirements.

Additionally, employees shall not participate in these activities during rest breaks or during overtime work.

- E. Engaging in off-duty sale, purchase, transfer, use or possession of illegal drugs or controlled substances may have a negative effect on an employee's ability to perform his/her work for the state. In such circumstances, the employee is subject to discipline.
- F. When an employee is taking medically authorized drugs or other substances which may alter job performance, as defined in III(D) above, the employee is under an affirmative duty to notify the appropriate supervisor of his/her temporary inability to perform the job duties of his/her position.
- G. Agencies shall notify the appropriate law enforcement agency when they have reasonable suspicion to believe that an employee may have illegal drugs in his/her possession at work or on state premises. Where appropriate, agencies shall also notify licensing boards.
- H. Employees are discouraged from consuming alcoholic beverages during lunch or dinner meals when returning immediately thereafter to perform work on behalf of the state. Employees are advised that in any situation subsequent to the intake of alcohol where the employee must continue conducting the state's business, any employee whose condition or behavior adversely

affects his/her work performance shall be subject to possible discipline, up to and including discharge.

Supplemental Policies

State agencies may promulgate supplemental policies, which are not in conflict with this policy, including prohibiting the use or consumption of alcohol and/or controlled substances within a specified time period before the commencement of work. Such pre-work abstinence must be restricted to employees involved in sensitive security, treatment, or equipment operation and written notice must be disseminated to affected employees. Further, policies may be adopted only after meet and confer sessions are held with exclusive representatives and approval of MMB.

Data Disclosure

Disclosure of information regarding employee alcohol and other drug use in the workplace must be consistent with applicable collective bargaining agreements and law. Questions in this area should be directed to the Employment and Labor Law Section of the Attorney General's Office or to Minnesota Management & Budget, Labor Relations Division.

Federal Grant Employees

Each employee engaged in the performance of work on federal grants or contracts is required to notify their agency of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) five days after such conviction.

Drug/Alcohol Testing

Other than the testing required by the Omnibus Transportation Employee Testing Act of 1991 and relevant U.S. Department of Transportation regulations, any alcohol and/or other drug testing undertaken by Appointing Authorities shall be in accordance with Minnesota Statutes 181.950-957 (1987), the Minnesota Drug and Alcohol Testing in the Workplace Act. Individual agency drug and alcohol testing policies must be in written form and must be reviewed by Minnesota Management & Budget prior to implementation.

All employees who are required to hold a Commercial Driver's License as a condition of employment are subject to drug and alcohol testing required by the OTETA of 1991 and relevant U.S. Department of Transportation regulations. These employees are subject to random, pre-employment, post-accident, reasonable suspicion, return-to-duty and follow-up testing.

The specific requirements for testing are governed by regulations promulgated by the U.S. Department of Transportation. Information regarding the implementation of the testing is contained in the "State of Minnesota Drug and Alcohol Testing Plan" (See below in "Forms and Instructions" after FAQ's). All

employees subject to this testing shall be provided a copy of the "Plan" and information on the effects of alcohol and controlled substances.

Tobacco Use and Sale Policy (Century College Policy 6.24.01)

Part 1: Philosophy:

Century College is committed to creating a clean, safe, and healthy learning and working environment; and recognizes its responsibility to promote the health, welfare and safety for students, staff and others on college property. We continually strive to strengthen and improve the positive impact we have on our students and community: transforming their lives, as well as our own, through our work, therefore Century College adopts the following Tobacco Use and Sale Policy.

Part 2: Policy:

Smoking, tobacco use, electronic cigarettes, and tobacco sales (including the use or sale of smokeless tobacco products) are prohibited on college owned, operated, or leased property including in college vehicles. This policy applies to all persons on college property. Organizers and attendees at public events, such as conferences, meetings, public lectures, social events, cultural events, and athletic events using the Century College facilities will be required to abide by the Tobacco Use and Sale Policy. Organizers of such events are responsible for communicating this policy to attendees and for enforcing this policy. To the extent possible, Century College will provide access to cessation programs to assist students and employees who presently use tobacco products.

Part 3: Definitions:

Tobacco Use: Tobacco use is defined to include burning or the act of smoking any cigarette, pipe, cigar, cigarillo, or other smoking equipment including electronic cigarettes (whether filled with tobacco or any other type of materials) or the use of smokeless tobacco (snuff, dip, chew, smokeless pouches, or other forms of loose leaf tobacco), and any other tobacco product in any form.

Facility/Grounds: Any building or structure, athletic playing field, playground, parking lot or any other outdoor property owned, leased or contracted by Century College; vehicle owned, leased, or contracted by Century College.

Part 4: Enforcement: Enforcement will begin with notifying the campus community of the tobacco policy. Compliance and enforcement of this policy will depend on the cooperation of all students, staff, faculty and visitors to promote a clean, safe, healthy environment. Century College will enforce the policy to its fullest extent, which may include, but is not limited to, disciplinary actions and/or sanctions including administrative citations (\$25) issued to the offender by campus security. Employees may be handled through the progressive disciplinary process as outlined in the employee's bargaining unit contract. Student offenders may be subject to additional sanctions per the Student Conduct Code. Individuals not subject to employee and/or student sanctions may be issued a citation and/or Trespass from college property.

Part 5. Exceptions:

Tobacco use in private vehicles is permitted.

Distribution of Written Policies

Policies are distributed to students in the following ways:

- Shared at new student orientation through D2L.
- Emailed to all students registered at the beginning of each semester.
- Available on the Century College website <https://www.century.edu/support-services/student-conduct-behavior>.
- Printed form is available through the Dean of Students Office and the Student Life Office.

Policies are distributed to employees in the following ways:

- Shared as a part of employee orientation.
- Emailed to all employees annually in the fall.
- Available on the myCentury website

Referral Resources

EMPLOYEE ASSISTANCE PROGRAM (EAP) LIFE MATTERS

Each of us can be faced with life events that are difficult to manage. Relationship problems, work-related issues, parenting challenges, depression, grief, aging parent concerns, alcohol or drug use problems, chronic health difficulties, etc. are few examples of challenges that can diminish our abilities to manage our activities from one day to the next. Everyone has their own method of determining when it would be useful to seek outside help.

The State Employee Assistance Program (EAP) is a good place to start. The services of EAP are strictly confidential, free, and available either by phone or at an office location near your home or workplace. An EAP counselor will work with you to develop a plan of action to solve your problems. In some cases, brief counseling (up to 3 sessions) at EAP may be all that is needed. In other situations, your EAP counselor may refer you for ongoing counseling through your health plan's provider network or another mental health provider in your community. If you prefer, you may go directly to your health plan's authorized mental health provider without first using the State EAP. EAP's Management Call Center is 1.800.657.3719 or 651.259.3840 (metro). Their website: mylifematters.com/. You can also contact Human Resources.

Student Campus Resources: If you need assistance with a drug or alcohol problem, the following services are confidential and available to Century students, you can also receive information on substance awareness programs:

- Student Health Clinic: 651-779-3954
- Century Counselors: 651-779-3285

- [Learn to Live](#)'s substance abuse modules (code=Century)

Community Resources: The following counseling, treatment and rehabilitation services and programs may be called for help:

- Ramsey County Detoxification Center: 651-266-4009
- Ramsey County Community Human Services Department: 651-266-4444
- Washington County Community Services: 651-430-6455
- Dakota County Receiving Center: 651-437-4209
- Poison Control : 1-800-222-1222
- Crisis Connection: 612-379-6363
- Alcoholics Anonymous: 952-922-0880
- Al-Anon: 651-771-2208
- Cocaine Anonymous: 1-800-925-6159
- Cocaine Helpline: 1-800-453-2124
- Narcotics Anonymous: 952-939-3939

The Century College Web Site provides access to various resources through both the Counseling and Advising Website <https://www.century.edu/support-services/advising-counseling>) and through [the Learn to Live](#) substance abuse modules (code=Century).

Cessation Programs- Century College will provide access to cessation programs to assist students and employees who presently use tobacco products. These are currently available through the Student Health Clinic (E2232) and The Advising, Counseling and Career Center (W2410).

Educational Programming

- Pre-finals week each term, Century hosted Stress Free Days which included alternatives to alcohol and drug abuse to cope with stress.
- April 2020 and 2021, programs as part of Sex Week which discusses alcohol abuse as a part of it.
- Each term-sexual assault awareness posters were placed in all bathroom stalls during the month of April and the second and third week of the semester which also addressed drinking and drug use and consent/sexual health.
- Fall 2020-Dr Lori on Healthy Relationships- Lori hopes to have honest, uncensored, positive conversations about sexual assault prevention and healthy relationships. This includes the roles that alcohol can play in unhealthy relationships
- Spring 2021 Sex Signals- Provides a definition of active consent, unpacks the importance and necessity of consent, explains the relationship between alcohol and sexual assault, frames rape as a moral issue, encourages the importance of bystander intervention, deconstructs the impact of rape on the victim (and the community), debunks myths surrounding rape and survivors of violence.

- Information as part of ongoing required employee orientations

Drug and Alcohol Related Courses or Programs

- We have an Addiction Counseling academic program that includes courses including Introduction to Drugs and Alcohol, Pharmacology of Chemical Dependency, Substance Abuse Prevention, Chemical Dependency Assessments.
- Under Century's Health program we have courses that include alcohol and drug awareness including Personal and Community Health and Drug Education

Strengths and Weaknesses of the Alcohol and Drug Program

Strengths

Incidents involving drug and/or alcohol use on the Century College campus are infrequent. The campus does not have any residence halls and all students commute. The campus only has two main buildings. Security officers are available during all operating hours.

Incidents are dealt with in accordance with the AOD, employee discipline processes and the Student Code of Conduct policy. The Code of Conduct is enforced consistently and fairly by the Dean of Students or designee. The Director of Human Resources treats all faculty and staff consistently and fairly in following up with drug and alcohol concerns or incidents.

Century College has a variety of recognized resources on campus and offered virtually that will support students as well as connect them to community resources including: counselors, Student Health Clinic, Resource and Support Center, advisors, security, Disability Services, Multicultural Center, Veterans Center, LGBTQ Center, and the Learn To Live mental health site inclusive of substance use modules (learntolive/partners, code-Century).

Educational programming is supported by students and administration and is typically well attended both on-campus and virtually. A wide variety of topics is offered with some that directly relate to alcohol and drug use and some that are indirectly tied to the topics.

The Century College AOD Task Force meets annually to review AOD issues on campus and coordinate campus-wide responses. The Task Force also reviews and recommends educational programs and activities.

Weaknesses

Because Century College is a commuter institution, it is a challenge to determine how much drug and alcohol abuse affects our students. Century can also be limited by funding for staffing and programming. As a result of the COVID-19 pandemic, there were only about 15% of students physically on the campus during the 2020-2021 academic year.

Recommendations

As a result of the 2021 biennial review the following actions are recommended for the next biennium:

- Be mindful of policy notification as practices from hard copy handouts at orientation have switched to an electronic handbook and online orientation. Continue email notifications and ensure awareness by students at orientations.
- Review programming for the upcoming year to provide programming on campus as well as virtually.
- Increase opportunity for student input into educational programming.
- Continue to bring in a diversity of community partners through the Resource and Support Center. Strengthen referrals to counseling in the community and develop partnerships with clinics.
- Promote Learn to Live’s access and the module “Substance Use” to students.

Biennial Review Process

The following people have participated in task force meetings and in the review of the information contained in this report: Kristin Hageman, Dean of Students; Jason Philipp, Director of Public Safety; Nate Mens, Lead Campus Security Officer and Clery Compliance; Tana Hostetter, Assistant Director of Human Resources; Pam Engebretson, Director of Financial Aid; Jenn Rasset, Director of Student Life and Leadership Development, Carm Seifert, Student Health Clinic.

Drug and Alcohol Related Violations

Summer Term 2020-Spring Term 2021

	Violations	Fatalities	Sanctions	Type
Drug Related	0	0	0	
Alcohol Related	0	0	0	

Summer Term 2019-Spring Term 2020

	Violations	Fatalities	Sanctions	Type
Drug Related	0	0	0	
Alcohol Related	0	0	0	