

**Biennial Review 2018-2020**  
**(AY 2018-2019 and AY 2019-2020)**  
**Alcohol and Other Drug Prevention**  
**Hawkeye Community College**

Hawkeye Community College prohibits the unlawful or unauthorized manufacture, distribution, dispensation, possession, use, or sale of alcoholic beverages, controlled substances, and illegal drugs on campus. The impairment by alcohol or drugs of any student or employee while participating in an academic function, or of employees when reporting for work or engaging in work – during normal work hours or other times when required to be at work – is also prohibited. Hawkeye employees and students are required to abide by all federal and state laws, local ordinances, Iowa Department of Education policies, and other related requirements regarding the consumption or possession of alcoholic beverages, controlled substances, and illegal drugs. Additionally, Hawkeye is concerned about the academic success of students and the safety of all members of the campus community and is committed to maintaining an academic and social environment conducive to the intellectual and personal development of students. A link to alcohol and drug information can be found here: [Drug-Free Campus Information - Hawkeye Student Handbook](#)

**Alcohol-Free & Drug-Free Workplace Statement**

Hawkeye Community College is committed to providing a drug free environment for all students and employees. This policy addresses alcohol, drugs and other intoxicants. The purpose of this policy is to clarify the rules regarding possession, consumption and distribution of intoxicants within college owned or operated buildings, property and grounds including administrative, instructional and research facilities; the policy applies to all college employees and students. In all instances this policy will be construed to comply with federal and state law.

**Compliance with Drug-Free Schools and Communities Act**

Hawkeye has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by students and employees both on its premises and as a part of any of the college's activities. Hawkeye has a written policy on alcohol and other drugs and distributes this to students during orientation, in an email sent to students, and through access to the online Student Code of Conduct and the Annual Security and Fire Safety Report. The Personnel Handbook also contains the Drug and Alcohol Policy. The materials are located on the college website and contain the following:

- Standards of conduct that prohibit unlawful possession, use or distribution of illicit drugs and alcohol on its property or as a part of its activities;
- A description of the health risks associated with the use of illicit drugs and abuse of alcohol;
- A description of counseling or treatment programs;
- A clear statement and description of the disciplinary sanctions the institution will impose on students and employees.

## **Prohibited Behavior**

It is a violation of Hawkeye's Alcohol and Drug policy to unlawfully manufacture, use, possess, sell, trade, and/or offer for sale alcohol, illegal drugs, controlled substances or intoxicants. A controlled substance shall include any substance defined as a controlled substance in Section 102 of the Federal Controlled Substance Act (21 U.S. Code 802). Moreover, it is a violation of policy to intentionally misuse and/or abuse prescription medications. Appropriate disciplinary action will be taken.

## **Workplace Policy**

In compliance with federal regulations, Hawkeye Community College has taken steps to ensure a drug free workplace. Those employees that wish to seek help for drug or alcohol related problems are encouraged to coordinate benefits through the Human Resource Services Office. Counseling for employees is available through the College's Employee Assistance Program (EAP). Employees must report all arrests, charges, or convictions under a criminal drug or alcohol statute for violations occurring on or off College premises. A report of such conviction must be made in writing to the Human Resource Services Office within five (5) days after the conviction. The unlawful manufacture, distribution, dispensation, sale, possession, or use of a controlled substance on College premises is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including termination, and may have legal consequences.

## **Health Risks**

Health risks associated with alcohol abuse and/or illicit drug use:

- Violence – fights, vandalism, sexual assaults, homicide and suicide are far more likely to occur when drinking is involved.
- Unprotected sex – individuals are less likely to use safer sex practices when drinking, which can result in unplanned pregnancy and infection with a sexually transmitted disease.
- Per the CDC, just a small number of drinks makes you unsafe behind the wheel and puts your life and the lives of others at risk.
- Addiction – although anyone can become addicted, those with a family history of alcohol or other drug addiction are at least four times more likely to develop alcoholism.
- Lowered resistance to disease/illness.
- Increased risk of ulcers, heart disease, and cancers of the liver, mouth, throat and stomach.
- Fetal Alcohol Syndrome (FAS)/Fetal Alcohol Effects (FAE) women who drink during pregnancy may give birth to infants with physical deformities, brain damage and mental retardation. If a woman is pregnant, trying to become pregnant, or suspects she is pregnant; she should abstain from alcohol and other drug use.
- Illicit drug use may result in:
  - Physical or psychological dependence;
  - A craving or inability to stop using drugs;
  - Adverse effects on the body systems; injury due to motor vehicle crashes, assaults or other unintended acts;
  - Disruption of personal relationships and work habits;
  - Ineligibility for some types of employment
- Health risks associated with Drug and Alcohol use facts you should know if you are considering the consumption of alcoholic beverages:
  - Iowa's legal drinking age is 21.
  - Iowa's legal blood alcohol limit is .08.
  - The fine for possession of alcohol under the legal age is \$300.

- If you DO choose to drink:
  - Misuse of alcohol or drugs inhibits your ability to act responsibly or react quickly. Below are a few safety tips you should keep in mind:
    - Limit your alcohol intake.
    - Avoid combining alcohol with prescription medicines and club drugs; the combination can be dangerous.
    - Never leave your drink unattended or accept a pre-poured drink from a stranger.
    - Buzzed or drunk driving is deadly and illegal; leave your vehicle parked and find other transportation. Your life and others' lives depend upon your decision.

### **Legal Sanctions**

Both state and federal laws prohibit distribution of, manufacture of, or possession with intent to distribute a controlled substance or a counterfeit controlled substance. State penalties can be up to 50 years in prison and/or up to \$1,000,000 in fines, depending upon the type and quantity of drug involved. Conviction may also result in the loss of state and federal benefits, such as grants, school loans, or work assistance, during the time periods required by federal law. Specific drugs, amounts, and penalties are described in Iowa Code § 124. Maximum federal penalties can be up to life in prison and/or \$50,000,000 in fines, depending upon the type and quantity of drug involved. State and federal legal sanctions are subject to change by the General Assembly and Congress, respectively. A full listing of Iowa Laws and Penalties can be found in the current [Annual Security and Fire Safety Report](#).

### **Disciplinary Actions – Employees**

All employees are expected to dedicate their best efforts to the performance of their work assignments. Any employee who engages in violations of the standards of conduct, misconduct, or insubordination at work or away from work which violates any of the established policies or rules of Hawkeye Community College or engages in misconduct which otherwise violates Hawkeye Community College's reasonable expectations for employee conduct may be disciplined.

Disciplinary sanctions may include, but are not limited to: warning, reprimand, suspension with or without pay, suspension for part of a day or for a period of one or more days, demotion, or termination of employment. The College reserves the right to impose any disciplinary sanction without prior warning including but not limited to termination. Other disciplinary sanctions may also be imposed.

### **Notification of Convictions**

Employees must report all arrests, charges, or convictions under a criminal drug or alcohol statute for violations occurring on or off College premises. A report of such conviction must be made in writing to the Human Resource Services Office within five (5) days after the conviction.

### **Disciplinary Actions--Students**

The College responds to reports of the illegal use of substances through its discipline system. Students in violation of Hawkeye's Alcohol and Drug policy will face disciplinary actions as noted in the Student Conduct Code. The Student Conduct Code applies to conduct that occurs on college premises and college-sponsored activities, and to off-campus conduct that adversely affects the college community and/or the pursuit of its objectives. Additionally, college disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both criminal law and the Student Conduct Code (that is, if both possible violations result from the same factual situation). Disciplinary

sanctions may include, but are not limited to: warning, reprimand, probation, or suspension. The Student Code of Conduct can be found here: [Student Code of Conduct - Hawkeye Student Handbook](#)

### Student Summary

#### Campus Incident Reports for Students

Year	Number of Offenses	Outcomes
AY 2018-2019	0	
AY 2019-2020	0	

### Campus Summary

- Students and staff are prohibited from consuming, transporting, and distributing alcohol; possessing or being in the presence of alcohol while on campus; or exhibiting disruptive behavior.
- Students and staff found in violation of this policy will be subject to administrative or disciplinary sanctions listed in the Student Code of Conduct and Personnel Handbook and can include:
  - Warning and/or probationary period (Disciplinary)
  - Contact with parent/guardian
  - Referral to an alcohol education program
  - Referral to counseling services
  - Suspension from Hawkeye
  - Termination from Hawkeye
  - Possible arrest, imprisonment, or fine according to state alcohol laws

### Alcohol and Drug Prevention Programs/Education and Awareness

Hawkeye Community College has a vested interest in the health and well-being of its students and employees. In order to promote a healthy campus community, Hawkeye Community College provides educational programs for its students and staff on the subjects of drugs, alcohol, and sexual violence. Guest lectures, video presentations, and seminars are held to provide information to our college community about such areas as peer pressure resistance, health concerns, rehabilitation, and awareness.

Hawkeye recognizes substance abuse as a treatable condition and offers programs and services for employees and students. The programs provide services related to substance use and abuse including dissemination of informational materials, educational programs, counseling services, and referrals.

- Student Life: The Student Life Office provides preventative, educational, and informative services to Hawkeye Community College regarding substance use and abuse. Working with other campus departments and organizations, the Student Life Department strives to impact the negative effects of substance abuse on student success.
- Student Health Clinic: The clinic provides a confidential setting for you to explore concerns and achieve a better understanding of yourself — your feelings, attitudes, and strengths.

## Events for AY 2018-2019 and AY 2019-2020

### Speakers:

- Alcohol Awareness Presentation and Luncheon – April 2019
  - Attendees heard from three individuals - educator, offender, and survivor – who have experienced the impact of alcohol and substance abuse in their lives and the lives of those around them.
- No speakers/presentations in April 2020 due to campus closure as a result of COVID-19.

### Awareness:

- Substance abuse screenings and resources through Pathways Behavioral Services on campus in the Brock Student Center – April 2019
- Information available to students regarding substance abuse and resources in the local area.
- Information available to students regarding dates, times, and locations of Narcotics Anonymous and Alcoholics Anonymous meetings in the local area.
- Brochures available to students throughout campus relating to drug and alcohol abuse.
- Publications and Displays – April 2018 and 2019
  - In several campus buildings, created and posted flyers, table tents, Comlink slides, and bulletin boards with information and resources regarding drug and alcohol abuse and awareness, along with promoting events related to these topics.
- Health Fair – October 2018 and 2019
  - Had tables pertaining to drug and alcohol awareness and resources.
  - Pathways Behavioral Services was available as a resource and support for those with drug or alcohol-related dependencies; information on the effects of drug and alcohol was provided. Al-Anon Family Groups was also present with information and resources.
- Welcome Packets at Hawkeye Towers Apartments – August 2018 and August 2019
  - Student Life puts together welcome packets for all the apartments at Hawkeye Towers (private housing) across the street from campus.
  - Packets include information on alcohol and drug abuse, resources available to students both at Hawkeye and in the community, hotline numbers in the form of a magnet, and positive ways to get involved on campus as an alternative to drinking.
- Welcome Table – August 2018 and 2019, January 2019 and 2020
  - Student Life has a table display at the Brock Student Center on the first day of the fall and spring semesters with information and resources available related to drug and alcohol awareness and prevention.
- Student Handbook – 2018/2019 and 2019/2020
  - The Student Handbook includes sections related to drug and alcohol policies on campus as well as listings for student/community local, regional, and national hotlines and resources.
- No special awareness events/activities in April 2020 due to campus closure as a result of COVID-19.

## Resources for Assistance – Students

Students who are concerned about their own drug or alcohol use and/or about that of others are encouraged to contact the Student Health Clinic. When appropriate, students may be referred to private counselors. Contact the Student Health Clinic, located in the HESC Building on campus, at 319/296-4224. The Student Health Clinic can provide counseling and referrals for substance abuse issues. The college

also now provides students access to a 24-hour student helpline that provides counseling for substance abuse issues (among other issues) and also provides referrals to local resources for additional services: 800-464-6056

### **Resources for Assistance -- Employees**

Employees of the college who are concerned about their own drug or alcohol use and/or of their family members, may contact the Employee Assistance Program (EAP) at 800-327-4692.

### **Additional Resources for Assistance (for both students and employees)**

- Alcoholics Anonymous [AA-Iowa Website](#)
- Al-Anon – [al-anon.org](#)
- Pathways (319/235-6571; [Pathways Website](#) )
- MercyOne Horizons (319/272-8560)
- Narcotics Anonymous; [NA-Iowa Website](#) )
- Your Life Iowa (855-581-8111; [Drug Free Information](#) )
- Department of Health and Human Services Drug and Alcohol Treatment Referral Routing Service – 1-800-662-4357
- Veterans – Locate the closest VAMC or VA Regional Office: 1-877-222-8387
- National Suicide Prevention Lifeline – 1-800-273-TALK (8255)
- National Alliance for the Mentally Ill – 1-800-950- 6264; [info@nami.org](#)

Additional resources can be found here: [Drug-Free Campus Information - Hawkeye Student Handbook](#)