



Drug-Free Schools and Campuses Regulations Biennial Review:

2023-2024

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Introduction


Fox Valley Technical College (FVTC) supports the goals and policies of a drug and alcohol-free educational environment and workplace and is committed to providing students, faculty, staff, and visitors a safe and healthy campus and workplace. FVTC recognizes the health risks associated with controlled substance use and alcohol misuse and is committed to supporting students and employees who seek treatment for these issues. FVTC also recognizes that controlled substance use and alcohol misuse diminish workplace productivity, student learning and presents concerns for overall campus safety

The Drug Free Schools and Communities Act (DFSCA) requires that Fox Valley Technical College create and maintain a drug and alcohol-free prevention program to prevent unlawful possession, use, and/or distribution of any narcotics or alcohol on campus or at any campus event. In addition, we are to conduct a biennial review for the College to measure its effectiveness of prevention and intervention strategies and confirm that disciplinary actions are being handled consistently.

This report was prepared in collaboration with partners across our college and respectfully submitted for general reference.

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Manager of Counseling and Support Services

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Amy Van Straten
Vice President of Administration

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Dr. Chris Matheny
Fox Valley Technical College President

Biennial Review Process

The biennial review covers the period of July 1, 2022, through July 1, 2024. The review is conducted by Dan Squires, Manager of Counseling and Support Services. Members participating in the review are William Green, Student Conduct Manager; Mike Steger, Licensed Professional Counselor and Substance Abuse Counselor at FVTC; Derek Reiter, Security Services Manager; Terleen Cheslock, Director – Culture, Talent Acquisition, Learning & Talent Development; and Hannah Westphal, Manager of HR Compliance, Learning & Talent Development. Drug and Alcohol information for employees and students can be found

[Drug and Alcohol Free Campus and Workplace](#)

Annual Policy Notification Process

Each year, the College is required to publish the Annual Security Report by October 1 in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (The Clery Act).

Security Services take any crimes or threats against students, staff, and visitors to the campus very seriously. We consider the safety and security of all community members at Fox Valley Technical College our top priority. Security Services are trained to handle all types of situations and adhere to the highest standards to serve the community. We aggressively investigate reported crimes and behavioral issues, as well as avenues to support victims. Staff and students are strongly encouraged to report any suspicious and unlawful activity to our Security Services Office.

Below is a link to our 2024 Annual Security Report.

[Annual Security Report](#)

Prevalence Rate, Incidence Rate, Needs Assessment and Trend Data

Figure 1 shows the reported Drug and Alcohol related crimes on Fox Valley Technical College campuses during this reporting period. These statistics are updated on or before October 1 of each year for the previous 3 calendar years. Statistics are divided between the Appleton and Oshkosh campuses, Regional Centers, student housing facilities, non-campus properties, and public properties immediately adjacent to the campuses.

A written letter was mailed to all law enforcement agencies requesting crime information that occurred on college owned, leased, controlled, or rented properties. Not all the agencies could provide the statistics requested.

The Clery Act requires the College to report all crime statistics from Tech Village student housing in both the Tech Village student housing column as well as the main campus column.

Offense	Year	On-Campus Property	Student Residential Housing	Public Property
Arrests: Drug Abuse Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2021	0	0	0
	2022	1	0	0
	2023	0	0	0
Arrests: Liquor Law Violations	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
Disciplinary Referrals: Liquor Law Violations	2021	6	6	0
	2022	2	2	0
	2023	9	9	0

Fatalities:	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

Figure 1

The Behavioral Intervention Team has been in existence at the College since 2009. Originally, the team was comprised of staff from Security Services, Counseling Services, and Student Life. In 2011, it was expanded to include representatives from Counseling Services, Faculty, Educational Support Services, Management, Diversity and Inclusion Services, and Student Life. This group meets on a weekly basis and if there is an emergency.

The purpose of this team is to provide a cross-functional, multidisciplinary point of contact for members of the college community who have encountered student behavior that they perceive as aberrant, threatening, or dangerous. The team aims to track "red flags" in student behavior to identify individual or group behavior patterns, or disturbances. The cross-functional team will then investigate, perform a threat assessment, and determine the best ways to support and/or intervene. The purpose is to promote the success of individual students, as well as the overall safety of the campus community. The team will act promptly to follow-up with the individual initiating the report and determine a plan of action.

Actions taken by the team could include the following:

- Assisting faculty with appropriate intervention strategies
- Assist in writing a Student Success Action Plan
- Provide resources for students and staff
- Make recommendations for drug and alcohol education
- Connect with community-based services to assist the student

Fox Valley Technical College maintains internal processes specific to alcohol and drug issues with staff. However, we currently do not track instances for staff. They are handled on a case-by-case basis with outcomes specific to the staff member and the situation associated with it.

Policy, Enforcement & Compliance

Policy

Fox Valley Technical College supports the goals and policies of a drug and alcohol-free educational environment and workplace and is committed to providing students, faculty, staff, and visitors a safe and healthy campus and workplace. FVTC recognizes the health risks associated with controlled substance use and alcohol misuse and is committed to supporting students and employees who seek treatment for these issues. FVTC also recognizes that controlled substance use and alcohol misuse diminish workplace productivity, student learning and presents concerns for overall campus security.

The provisions of this policy are intended to comply with applicable state and federal laws including, but not limited to, the Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act Amendments of 1989, and the Americans with Disabilities Act of 1990.

The following conduct is prohibited:

- **Alcohol** -Using, selling, manufacturing, distributing, possessing, storing, dispensing, purchasing, transferring, or being under the influence of alcohol on College owned or leased facilities, including grounds, and/or while conducting any College-related activity, except authorized under College policy. Limited alcohol service for community social events held at College facilities can be provided with prior authorization by the President. Moderate and responsible consumption of alcohol is permitted when representing the College at social events, either on or off-campus.

- **Controlled Substances** – Using, selling, manufacturing, distributing, possessing, storing, dispensing, purchasing, transferring, or being under the influence of controlled substances on College owned or leased facilities, including grounds. Unlawful

possession, use, sale, or distribution of controlled substances, illegal or illicit drugs, or alcohol by any student, employee, or vendor on College property or at any College-sponsored activity is strictly prohibited. Controlled substances refer to any drug or substance that is legally prohibited by state or federal law including, but not limited to, marijuana (THC), cocaine, opiates, phencyclidine (PCP), amphetamines (including methamphetamines).

- **Other Misconduct** – Any other conduct that the College determines to be inconsistent with providing a drug and alcohol-free campus and workplace.

The legal use of over-the-counter or prescribed drugs is permitted on the job only when taken in standard dosage and/or according to a physician's prescription to the extent it does not impair an employee's ability to perform the essential functions of their job effectively and in a safe manner that does not endanger other individuals in the workplace. Employees who take over-the-counter or prescribed medication or other lawful medication that can be legally prescribed under both federal and state law to treat a disability should inform their supervisors and Human Resources if they believe the medication will impair their job performance, safety, or the safety of others or if they believe they need a reasonable accommodation before reporting to work while under the influence of that medication. The abuse of prescribed drugs is also prohibited in the workplace. Employees will, as a condition of employment, abide by the terms of this policy and report any conviction under a criminal drug statute for violations occurring on or off the College premises while conducting College business. A report of a conviction must be made within five (5) days after the conviction to the immediate supervisor, as required by the Federal Drug-Free Workplace Act.

The College will notify the appropriate Federal agency as required under the Drug-Free Workplace Act of any reported convictions of employees as identified above on a timely basis.

Any violations of this policy related to faculty or staff will be referred to Human Resources and any violations related to students will be referred to Campus Security for appropriate follow up and action.

The policy may be accessed online at <https://www.fvtc.edu/MyFVTC>, tab Student Forms & Policies, Policies and Procedures, and Drug & Alcohol-Free Campus and Workplace.

Student Enforcement

Local, state, and federal law enforcement has primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws.

The following remedies and sanctions may be imposed where students have been found responsible for violation of the Drug and Alcohol-Free Campus and Workplace Policy and the Fox Valley Technical College Code of Conduct.

1. Warning - An official written notice that the student has violated Fox Valley Technical College policies and/or rules and that more severe conduct action will result should the student be involved in other violations while the student is enrolled at FVTC.

2. Counseling Referral- A referral to FVTC Counseling resources to assess challenges associated with chemical use, process through personal concerns, and discuss additional resources that may be needed. Students who may have needs best addressed by community partners may be issued referrals to community agencies.

3. Community Services – Remanding students to complete activities in the Community under a restorative justice model.

4. Behavior Probation - Notices that further violation of this Code may result in suspension from Fox Valley Technical College, a specific program or Division. In addition, the decision may place some additional restrictions on membership in student organizations and/or participation in activities or may establish special restitution or service requirements.

5. Fox Valley Technical College Suspension - Separation from Fox Valley Technical College for a specified minimum period, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at time of suspension. During the suspension period, the student is banned from college property, functions, events and activities without prior written approval from the Manager-Student Conduct. This sanction may be enforced with a trespass action if necessary.

6. Facilities Restriction - Revocation or restriction of privileges for the use of some but not all College facilities

7. Fox Valley Technical College Expulsion - Permanent separation from Fox Valley Technical College. The student is banned from college property and the student's presence at any Fox Valley Technical College-sponsored activity or event is prohibited. This action may be enforced with a trespass action as necessary.

8. Other Educational Resources as Deemed Appropriate by the Conduct Manager

Additional remedies may include referral of the student responsible to alcohol and drug abuse counseling or support services located at Fox Valley Technical College or in the general community.

Wisconsin State Statutes recognize that drug and alcohol abuse can be serious criminal offenses. It is important for all members of the college to understand how these offenses are defined in law, and to be aware of the penalties. Listed below are two relevant Wisconsin Statutes governing drug and alcohol use. Detailed information is located on the Wisconsin State Legislature home web page at <https://docs.legis.wisconsin.gov/statutes/statutes/961/IV/41>.

- Chapter 961 – regulates illegal drug use and controlled substances and outlines specific penalties for violating the statute.
- Chapter 125 – regulates illegal use of alcoholic beverages and outlines specific penalties for violating the statute.

For Federal Statutes please reference the following link:

https://www.dea.gov/sites/default/files/2020-04/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant-4-24-20_0.pdf

More resource links can be found in the Appendix.

Employee Enforcement

Drug or alcohol situations that involve employees are handled on a case-by-case basis. The situation is assessed by focusing on providing well-being resources and support. Human Resources would conduct check-in with the employee and manager to continue support. If behavior continues, the situation will be reevaluated for the next steps.

Compliance

The College publishes information regarding the College's educational programs related to drug and alcohol abuse prevention, sanctions for violations, and a description of health risks associated with alcohol and other drug use. FVTC provides a description of available treatment programs for Fox Valley Technical College students and employees. These cases are referred to the Student Conduct Manager, Substance Abuse Counselor, and Human Resources.

Programs and Interventions

Fox Valley Technical College offers services to both educate and intervene with students regarding drug and alcohol use. Prevention strategies aim to provide psychoeducation to students to encourage healthy lifestyle choices, abstinence from illicit chemicals, and responsible use of alcohol. Intervention strategies provide relapse prevention and substance use disorder education. If ongoing or more intensive services are needed a student will be referred to a community provider.

Prevention Strategies

- Offering voluntary Manager training video on Drug and Alcohol-Free Workplace
- Provide International Student orientation on alcohol and drug policies and risks of use
- Deliver information about Alcohol and Drug warning signs and resources to Tech Village Resident Assistants.
- Resource presentation to residents at Tech Village during the Fall semester.
- Present Substance Abuse information at Campus Wellness Events.

Intervention Strategies

- Offer Substance Abuse screenings and 1.0 services: Relapse Prevention or AOD education sessions
- Provide Community Resource Linkage: Assess and refer services
- Refer staff to EAP (Employee Assistance Program) as needed.
- Partner with the Campus Care Clinic for referrals for medical care.

Biennial Goals, Objectives, and Achievement

The review team identified the following goals, objectives and achievements to keep us on track as we continue our efforts in college safety measures.

Achievements

- Continued to offer Substance Abuse Disorder Support through Advising, Career and Counseling Services.
- Transitioned training material to a new Training and Development platform (Workday).
- Continued to network with other Technical Colleges on drug and alcohol prevention and intervention efforts on their campuses.
- Revised College website with information on Substance Use Counseling resources.

Student Goal and Objective

- Promoted Counseling services through our revised college website, classroom presentations, and partnership with the College Conduct Office seeing an overall rise in Counseling service utilization.
- Maintained relationships with Community Substance Use Disorder Counseling (SUDC) partners through networking opportunities and College representation on local treatment center leadership committees.
- Provided information to Resident Assistant on signs of intoxication, resources, and referrals.

College Goal and Objective

- Continued Naloxone/Narcan training and intervention through FVTC Campus Safety.
- Continued to provide faculty with Drug and Alcohol education through the Behavior Management course.
- Conducted training on Mental Health First Aid and Question Persuade, and Refer for staff members.

AOD SWOT Analysis

During the period of the biennium, the DFSA committee met to review, revise, and enhance institutional planning for Alcohol, Tobacco, and Other Drug policies and programs. Utilizing a SWOT (Strengths /Weaknesses /Opportunities /Threats) framework, the planning efforts resulted in significant changes.

Policy Review

- Strengths
 - Policies appear to appropriately address alcohol and substance guidelines and consequences.
 - Policies seem to accurately reflect pertinent aspects of our campus culture and environment to include our partnership with third party managed student housing.
- Weaknesses
 - No weaknesses determined at this time.
- Opportunities
 - No policy recommendations advanced at this time.
- Threats
 - No threats were identified at this time. The committee will continue to review.

Program/Intervention Review

- Strengths
 - Targeted prevention strategies where challenges are known to include College affiliated student housing.
 - Partner with Campus Health Clinic for additional support and resources for students.
 - Provision of free 1.0 services with a licensed Substance Abuse Counselor.
 - Considers cultural focus with attention given to International student population who may not understand alcohol use practices and policies at the College.
 - Student life offers numerous student experiences without alcohol present.
 - Naloxone training and intervention are available at the College.
 - Offering short, online training to staff on drug and alcohol issues in the workplace.
 - The College has updated signage regarding restrictions on campus in using e-cigarettes/vaping products.
 -
- Weaknesses
 - The College does not have reliable data to understand student body substance abuse patterns or prevalence rates.
 - Continued effort is needed increase awareness for faculty and staff related to SUDC resources for students.

- Opportunities
 - Create partnerships in the college with academic departments to offer screenings for students to include substance use/abuse concerns.
 - Continue to strengthen connections with Tech Village to support decreases in substance use/abuse.
 - Continue to network with other WTCS Colleges around substance use prevention and intervention.
- Threats
 - There were no threats identified by the committee at this time.

Goals, Metrics, and Recommendations for the next Biennium

Goals

- Create awareness of SUD issues present in our communities and services available to students.
- Explore modules for staff training related to drugs and alcohol use and abuse in higher education settings.
- Continue to promote a culture of care within our college to encourage employees to self-report struggles and be paired with services as needed.

Recommendations

- Offer alcohol and drug information and resources to students at College events.
 - Fall Kick Off for Students – Drug and Alcohol Abuse Info
 - Campus Wellness Fair
- Request from the College’s vendors that a Substance Abuse training video be created specific to higher education. The video will be requested to include warning signs, how to start a conversation, and who to report an incident to.
- Encourage voluntary participation in support services through a Mental Health and Substance Use screening event. Align efforts with the Substance Use Disorder Counseling (SUDC) program.
- Provide information to Resident Assistant each year on signs of intoxication, resources, and referrals.

Conclusion

Fox Valley Technical College is recognized for serving approx. 50,000 students annually, most within the state of Wisconsin under the WTCS (Wisconsin Technical College System). The College takes pride in the importance placed on the wellness and safety of our students and staff. The College works diligently to create an environment that is welcoming to all students and staff regardless of their diverse cultures, backgrounds, barriers, and aspirations. Alcohol and drug use are a widespread problem throughout the state and other campuses alike. In our efforts to continuously work to decrease the number of alcohol and drug use occurrences, we understand the long-term work that lies ahead as we develop new strategies and approaches.

Fox Valley Technical College has achieved deliverables around student and staff safety and will continue to implement new processes as we work towards an Alcohol and Drug Free Campus.

With these collaborative measures in place, Fox Valley Technical College is committed to keeping our students and staff supported and safe. This is an ongoing and ever evolving effort that requires review and revision so we can make the necessary adjustments to ensure our campus community is safe and healthy.

APPENDIX

U.S. Dept of Justice Drug Enforcement Administration

[Drugs of Abuse, A DEA Resource Guide \(2020 Edition\)](#)

Wisconsin Drug Trafficking Laws and Consequences

<https://www.grgblaw.com/wisconsin-trial-lawyers/wisconsin-drug-trafficking-laws-and-consequences>

Wisconsin State Legislature Offenses & Penalties

<https://docs.legis.wisconsin.gov/statutes/statutes/961/IV/41>

Prevention with Purpose Planning Guide for Preventing Drug Misuse Among College Students

<https://www.dea.gov/documents/2020/2020-01/2020-01-01/prevention-purpose>

The consequences of Not Complying or providing a DAAP

<https://www.insidehighered.com/views/2019/02/18/colleges-are-facing-more-consequences-not-complying-drug-free-schools-and>