



2019 BIENNIAL REVIEW

Drug and Alcohol Abuse Prevention Program (DAAPP)

Approved: September 26, 2019

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Introduction to Biennial Review

Baptist Bible College (BBC) is a nationally and regionally accredited institution of higher education. Federal regulations require institutions of higher education to conduct a biennial review of their Drug and Alcohol Abuse Prevention Program (DAAPP) and policies to determine program effectiveness and consistency of policy enforcement and to identify and implement any changes needed to either. The required review has two primary objectives:

1. To determine the effectiveness of, and to implement any needed changes to, BBC's Drug and Alcohol Abuse Prevention Program (DAAPP).
2. To ensure that BBC consistently enforces the disciplinary sanctions for violating standards of conduct.

In compliance with federal regulations, BBC performs a review every two years. Each report will review the Drug and Alcohol Abuse Prevention Program's (DAAPP) effectiveness and application for the previous two (2) academic years.

The 2019 biennial review includes the **2017-18** and **2018-19** academic years.

Biennial Review Report

The biennial review report is compiled by a committee including members from Safety & Security, Student Life, Financial Aid, Institutional Research, and Administration.

The biennial review report committee members include:

Glenn Cozzens, Director of Safety & Security
Bill Levergood, Dean of Men
Tina Ebert, Dean of Women
Brian Rains, Director of Financial Aid
Shannon Mulford, Director of Institutional Research
Roland Dudley, Director of Institutional Effectiveness
Emily Mays, Human Resources

The biennial review report includes:

1. An evaluation of the effectiveness of the program, including assessment of goals and objectives.
2. Determination of the efficiency and consistent application of policies and procedures.
3. Evidence to support findings.
4. Observations regarding strengths and weaknesses of the program.
5. Recommendations for improvement (as needed).

The report is compiled by a committee, reviewed by the Institutional Effectiveness Committee (IEC), and submitted to the President for final review and approval. The report is listed on the

Institutional Report and Handbook Calendar to ensure consistent and timely completion.

BBC's biennial review is available to students, applicants, parents, employees, and the general public by visiting the College's website at: <https://gobbc.edu/security/>. Any interested party may request a copy of the biennial review by contacting the Office of the Director of Safety & Security or the Office of Human Resources.

Students, applicants, parents, employees, or any other interested party that would like additional information regarding BBC's Drug and Alcohol Abuse Prevention Program (DAAPP), biennial review report, or efforts to maintain a drug and alcohol free campus, should contact the Office of the Director of Safety & Security.

Research Methods and Data Analysis Tools for Biennial Review

The College utilizes a variety of methods and assessment tools to conduct the biennial review of its Drug and Alcohol Abuse Prevention Program. The various methods and tools used for the biennial review can include but are not limited to the following:

- Campus surveys including students and employees.
- Interviews with students and employees.
- Student Life Office records regarding incidents that reported the use or abuse of alcohol and/or other drugs including sanctions and disciplinary action taken.
- Human Resources Office records regarding incidents that reported the use or abuse of alcohol and/or other drugs including sanctions and disciplinary action taken.
- Safety & Security Office records regarding incidents that reported the use or abuse of alcohol and/or other drugs including any available information from local law enforcement.
- Safety & Security Office records regarding campus crime statistics.
- Evaluation of any specific programs used to assist with the prevention of drug and alcohol use and abuse that were implemented or administered during the academic years being evaluated by the biennial review.

Goals and Objectives

BBC is a drug and alcohol free campus. The College's policies and handbooks, student covenant, and employee contracts clearly state that the manufacture, possession, use, or distribution of illegal drugs and alcohol, on or off campus, is strictly prohibited, and consistent disciplinary action is taken for all who violate the policy. The College believes that abstinence is the best policy for one's physical, mental, and spiritual well-being, for a safe learning environment, and for a safe workplace environment. Therefore, the ultimate goal of the College's Drug and Alcohol Abuse Prevention Program (DAAPP) is to help achieve this high standard. However, the College realizes that this may not always be possible, and that students or employees can have struggles with drug and/or alcohol abuse from time to time.

BBC's Drug and Alcohol Abuse Prevention Program is intended to achieve the following goals and objectives:

1. Provide important information to students and employees regarding the educational, disciplinary, health, and legal consequences of illegal drug and alcohol use.
2. Prevent the possession, use, and distribution of illegal drugs and alcohol by students or employees on campus, at campus-sponsored events and/or activities, and off campus.
3. Create a safe environment for learning and education.
4. Create a safe workplace environment.
5. Provide information and/or assistance for counseling, care, and treatment of students or employees engaged in alcohol use or the illegal use of drugs.

Program Assessment

The Drug and Alcohol Abuse Prevention Program (DAAPP), including each goal and objective, is reviewed and assessed biennially using the following assessments:

1. Provide important information to students and employees regarding the educational, disciplinary, health, and legal consequences of illegal drug and alcohol use.

Assessment: BBC annually verifies email notifications are sent (all students and faculty annually by October 1), student documents are signed (DAAPP acknowledgements and student covenants), employee documents are signed (DAAPP acknowledgements and employee contracts), and website content is updated (DAAPP program and biennial review) for compliance with annual DAAPP information notification policies. Thus, BBC's programs and policies are effective in regards to the goal of providing information to all students and employees (upon entry as well as annually).

2. Prevent the possession, use, and distribution of illegal drugs and alcohol by students or employees on campus, at campus-sponsored events and/or activities, and off campus.

Assessment: Data compiled by the United States Department of Education indicates there is a correlation between the use of illicit drugs and alcohol abuse in relation to incidents of violent crime(s) on college campuses. Given this correlation, BBC's Department of Safety & Security records, including annual campus crime statistics, are used as an assessment tool to determine the effectiveness of the College's prevention program.

With zero (0) on-campus student housing crimes and only three (3) on-campus crimes reported over the previous two years (1 motor vehicle theft in 2017, 1 motor vehicle theft in 2018, and 1 robbery in 2018), and none of the crimes committed by BBC students or

employees, the crime data (listed below under the “Campus Crime Statistics” section) indicates that BBC’s programs and policies are effective in regards to the goal of preventing the possession, use, and distribution of illegal drugs and alcohol on campus, at campus-sponsored events and/or activities, and off campus.

In addition, annual data from the Office of Student Life regarding student disciplinary actions (including probation or dismissal) and annual data from the Office of Human Resources regarding employee disciplinary actions (including probation, suspension, or termination) for violating the DAAPP policy are used as an assessment tool to determine the effectiveness of the College’s prevention program.

With only three (3) total violations in the previous two academic years, the student and employee data (listed below under the “Enforcement and Consistency of Disciplinary Sanctions” section) indicates that possession and use of alcohol and illegal drugs among students or employees is extremely low. Thus, BBC’s programs and policies are effective in regards to the goal of preventing the possession, use, and distribution of illegal drugs and alcohol on campus, at campus-sponsored events and/or activities, and off campus.

3. Create a safe environment for learning and education.

Assessment: The BBC Department of Safety & Security records, including annual campus crime statistics, are used as an assessment tool to determine the effectiveness of the College’s goal to create a safe environment for learning and education.

With zero (0) on-campus student housing crimes and only three (3) on-campus crimes reported over the previous two years (1 motor vehicle theft in 2017, 1 motor vehicle theft in 2018, and 1 robbery in 2018), and none of the crimes committed by BBC students or employees, the crime data (listed below under the “Campus Crime Statistics” section) indicates that BBC’s programs and policies are effective in regards to the goal of creating a safe environment for learning and education.

In addition, annual data from the Office of Student Life regarding student disciplinary actions (including probation or dismissal) for violating the DAAPP policy are used as an assessment tool to determine the effectiveness of the College’s prevention program.

With only three (3) total violations in the previous two academic years, the student data (listed below under the “Enforcement and Consistency of Disciplinary Sanctions” section) indicates that possession and use of alcohol and illegal drugs among students is extremely low. Thus, BBC’s programs and policies are effective in regards to the goal of creating a safe environment for learning and education.

4. Create a safe workplace environment.

Assessment: The BBC Department of Safety & Security records, including annual campus crime statistics, are used as an assessment tool to determine the effectiveness of the

College's goal to create a safe workplace environment.

With zero (0) employee and/or workplace related crimes reported in the previous two years, the crime data (listed below under the "Campus Crime Statistics" section) indicates that BBC's programs and policies are effective in regards to the goal of creating a safe workplace environment.

In addition, annual data from the Office of Human Resources regarding employee disciplinary actions (including probation, suspension, or termination) for violating the DAAPP policy are used as an assessment tool to determine the effectiveness of the College's prevention program.

With zero (0) employee violations in the previous two academic years, the employee data (listed below under the "Enforcement and Consistency of Disciplinary Sanctions" section) indicates that possession and use of alcohol and illegal drugs among employees is either nonexistent or unknown/unreported. Thus, BBC's programs and policies are effective in regards to the goal of creating a safe workplace environment.

5. Provide information and/or assistance for counseling, care, and treatment of students or employees engaged in alcohol use or the illegal use of drugs.

Assessment: BBC annually verifies email notifications are sent (all students and faculty annually by October 1), student documents are signed (DAAPP acknowledgements and student covenants), employee documents are signed (DAAPP acknowledgements and employee contracts), and website content is updated (DAAPP program and biennial review) for compliance with annual DAAPP information notification policies. Thus, BBC's programs and policies are effective in regards to the goal of providing information to all students and employees for counseling, care, and treatment.

In addition, the College compiles data on the number of students and employees who have, through discovery or self-reporting, identified drug or alcohol usage issues and are engaged in counseling services or care. Students who violate BBC's drug and alcohol policy are required to participate in counseling with BBC's Director of Spiritual Development.

With only three (3) total violations in the previous two academic years, the student and employee data (listed below under the "Enforcement and Consistency of Disciplinary Sanctions" section) indicates that possession and use of alcohol and illegal drugs among students or employees is extremely low. Thus, BBC's programs and policies are effective in regards to the goal of providing information and/or assistance for counseling, care, and treatment of students or employees engaged in alcohol use or the illegal use of drugs.

Enforcement and Consistency of Disciplinary Sanctions

As previously stated, Baptist Bible College (BBC) is a drug and alcohol free campus. The College

seeks to abide by all drug and alcohol related policies, regulations and laws, and to impose consistent disciplinary sanctions against those students and/or employees who violate said policies and laws consistent with local, state, or federal law.

In reviewing each offense listed below, there were no irregularities or inconsistencies found in the disciplinary action taken. BBC will continue to assure each individual offense is handled fairly, consistently, and in accordance with policies and regulations. Should a student feel that disciplinary action taken or not taken was unfair or inconsistent with any drug or alcohol use or abuse policy, he/she should contact the Dean of Men (Bill Levergood) or Dean of Women (Tina Ebert). Should an employee feel that disciplinary action taken or not taken was unfair or inconsistent with any drug or alcohol use or abuse policy, he/she should contact the Human Resources Office. All such concerns will be addressed.

Students

The data below represents the number of drug and/or alcohol offenses committed by students in the previous two academic years.

Academic Year	Number of Offenses	Outcomes/Action Taken
2017-2018	2 (0 alcohol, 2 drugs)	2 Dismissals (0 alcohol, 2 drugs)
2018-2019	1 (1 alcohol, 0 drugs)	1 Probation (1 alcohol, 0 drugs)

Each offense was reviewed according to BBC’s policies, and all disciplinary action taken was consistently applied based on the unique circumstances of each situation. The two dismissal disciplinary actions taken in 2017-18 were both due to violation of probation. The probation disciplinary action taken in 2018-19 was due to a first-time offense.

Employees

The data below represents the number of drug and/or alcohol offenses committed by employees in the previous two academic years.

Academic Year	Number of Offenses	Outcomes/Action Taken
2017-2018	0	Not Applicable
2018-2019	0	Not Applicable

Because there were no offenses by employees in the last two academic years, there was no disciplinary action needed.

Campus Crime Statistics

Data compiled by the United States Department of Education indicates there is a correlation between the use of illicit drugs and alcohol abuse in relation to incidents of violent crime(s) on college campuses. The College's campus crime statistics for 2017 and 2018 are listed below. This data serves as evidence and helps to assess BBC's DAAPP program goals and objectives.

2018 Campus Crime Statistics (by type and location)

Reported Crimes	On Campus	On Campus - Residential	Public Property
Murder	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	1	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	1	0	0
Arson	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Total Reported Crimes	2	0	0

Arrests	On Campus	On Campus - Residential	Public Property
Alcohol Law Violations	0	0	0
Drug Abuse Violations	0	0	0
Weapons Violations	0	0	0
Total Arrests	0	0	0

2017 Campus Crime Statistics (by type and location)

Reported Crimes	On Campus	On Campus - Residential	Public Property
Murder	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	1	0	0
Arson	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Total Reported Crimes	1	0	0

Arrests	On Campus	On Campus - Residential	Public Property
Alcohol Law Violations	0	0	0
Drug Abuse Violations	0	0	0
Weapons Violations	0	0	0
Total Arrests	0	0	0

Strengths and Weaknesses

Strengths

- BBC's standards and policy of abstinence helps prevent the possession, use, and abuse of drugs and alcohol by students and employees. Many prevention programs are primarily reactive in nature. While a large number of college students experiment with drugs and alcohol on college campuses across the country, typical prevention programs often focus significantly on how to help someone after they have used or abused drugs or alcohol. However, BBC's policies and programs are proactive in nature, focusing on prevention and education from the start. All students and employees are required to commit to abstaining from all drugs and alcohol. Even students or employees that are of legal drinking age are required to abstain from possessing or drinking any alcohol both on and off campus and to commit to living by that standard and code of conduct prior to enrollment or employment. Due to the disciplinary action taken for violation of the College's policies, the possession, use, and/or abuse of alcohol and drugs is uncommon among BBC students and employees. Given the very limited number of offenders, the College views the policy of abstinence as a strength.
- BBC's environment has many built in safeguards. This is especially true for residential students living in campus dormitories. Students have consistent and personal interaction with a Resident Assistant (RA), the Office of Student Life, the Director of Spiritual Development, and other campus leaders. These personal relationships facilitate the structure and accountability to help prevent possession or use of drugs or alcohol and also to provide meaningful opportunities for students who may be struggling to reach out for help. In addition, BBC's biblical counselors provide caring and confidential support to any student or employee struggling with these issues.

Weaknesses

- Because BBC is a Bible college and students and employees are required to completely abstain from the possession and use of drugs and alcohol, it could be possible for the College and its faculty and staff to assume there is not a drug or alcohol problem on the campus. These types of assumptions should be affirmed by empirical data. While the data and limited number of policy offenders appears to support this assumption, the College should continue to monitor its prevention program to evaluate its effectiveness.

- One potential weakness is that BBC does not have a full-time Compliance Officer. Though BBC's staff capably administers the Drug and Alcohol Abuse Prevention Program (DAAPP), as well as other local, state, and federal compliance areas, a dedicated full-time Compliance Officer may oversee this program even more effectively. However, the College has hired a Director of Institutional Effectiveness and has established an Institutional Effectiveness Committee (IEC) which both assist with the oversight of local, state, and federal compliance issues as well as accreditation.

Recommendations for Improvement

Given the extremely low number of violations to BBC's drug and alcohol program and policies over the previous two academic years, and given the low campus crime statistics for 2017 and 2018, the DAAPP appears to be very effective in meeting the established goals and objectives. Thus, there are not many recommendations for improvement.

However, much of the program's success is linked to the strong preventative measures in place, including the College's strict abstinence policy and subsequent disciplinary sanctions. Therefore, the College should:

- (1) Maintain high expectations and standards of conduct for all students and employees by continuing its abstinence policy and consistently enforcing disciplinary actions;
- (2) Investigate additional opportunities to educate students and employees on the health risks associated with alcohol and drug use.

Notification to Students and Employees

Every student receives a copy of BBC's Drug and Alcohol Abuse Prevention Program (DAAPP) and policies in conjunction with the registration process (fall and spring semesters) as part of new student orientation. Every employee receives a copy BBC's Drug and Alcohol Abuse Prevention Program (DAAPP) in conjunction with the hiring process as part of new employee orientation.

In addition, BBC will annually notify all students and employees through BBC email accounts of this Drug and Alcohol Abuse Prevention Program (DAAPP) following registration each fall semester. The notification will be sent by October 1 of each year. Because all students (including applicants) and employees are provided a college issued email account and are expected to access BBC email on a regular basis, providing the Drug and Alcohol Abuse Prevention Program (DAAPP) through email is the most efficient, effective, and all-inclusive method of communication.

The program is also available on BBC's website at <https://gobbc.edu/security/> and is available for viewing online at any time to students, staff, parents, prospective students, and the general public. Additional copies of the program may be obtained from the Office of the Director of Safety & Security or the Office of Human Resources.