



Big Bend
COMMUNITY COLLEGE

Big Bend Community College Drug-Free Schools

and Colleges Regulations

Biennial Review 2023-2024

Background of Drug Free Schools and Communities Act

Congress passed the Drug-Free Schools and Campuses regulations (EDGAR, Part 86) in 1990. As a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. If audited, failure to comply with the Alcohol and Other Drug (AOD) Abuse Prevention Regulations may cause an institution to forfeit eligibility for federal funding. The biennial report must be completed each even-numbered year and must be available for examination to anyone who requests it.

According to the Higher Education Center's publication, *complying with the Drug-Free Schools and Campuses Regulations, A Guide for University and College Administrators*, the required review is intended to meet the following objectives:

1. "To determine the effectiveness of, and to implement any needed changes to, the AOD prevention programs
2. To ensure that campuses enforce disciplinary sanctions for violating standards of conduct consistently"

Description of Big Bend Community College-

Big Bend Community College (BBCC) is a small rural community college located in the central part of Washington State. It is accredited by the Northwest Commission on Colleges and Universities. The BBCC campus is in Grant County, Washington, just north of the City of Moses Lake and outside the city limits. The campus is about 150 acres in size and features 24 buildings, including two residence halls.

BBCC serves approximately 4,000 students annually, with an annualized full-time equivalency (FTE) of approximately 2,000 in a 4,600 square mile service district encompassing Grant and Adams counties and the Odessa School District in Lincoln County with on-site, online instruction, and interactive classrooms. BBCC offers a Bachelor of Applied Science in Applied Management Degree (BAS-AM), 43 associate degrees and 16 certificates programs in academic transfer and vocational fields.

BBCC delivers lifelong learning through commitment to student success, excellence in teaching and learning, and community engagement. BBCC is a student-centered and innovative college that is committed to fostering a community that supports and recognizes the value of diversity; 42% of the student body is Hispanic and BBCC is a federally designated Hispanic Serving Institution (HSI) and is recognized as a Leader College by Achieving the Dream.

The BBCC student body consists of 83% first-generation college students and 71% of the students receive some form of financial assistance. In 2018, there was an average of 164 part-time employees (not including student workers) and an average of 190 full-time employees (staff and faculty) who provide quality learning in a caring environment for BBCC students.

Statement of Alcohol and Other Drug (AOD) Program Goals

Big Bend Community College strives to maintain the campus free from the illegal use, possession, or distribution of controlled substances which is reflected in the following:

1. Governing Board Policies and Procedures
 - a. Drug-Free/Alcohol Free Work Place – BP 3019 ([Attachment 1](#)) and AP 3019 ([Attachment 2](#))

- b. Smoking/Tobacco Policy – BP 8001 ([Attachment 3](#)) and AP 8001 ([Attachment 4](#))
- c. Student Code of Conduct – [WAC Code 132R-04 WAC \(Attachment 5\)](#)

Description of AOD Program Elements

Alcohol-Free Options

The following items identify ways that the Big Bend Community College provides a campus environment with alcohol free options:

a. College Policies and Procedures

BBCC policies and procedures promote alcohol free events and activities. Students serving as representatives of the College at any event either on or off campus are prohibited from using alcohol and drugs. The only exception is that of BBCC Foundation sponsored events or other events authorized by the President. ([Attachment 2](#))

Associated Student Body Organization

The Associated Student Body Organization (ASB) represents the students of BBCC. All ASB/college sponsored activities and events are alcohol and drug free. The ASB, which consists of the Executive Board and the Student Programmers, is responsible for sponsoring quarterly student leadership workshops for ASB and club officers and student development activities. The ASB officers are housed in the Administration Building with 14 student clubs and communities in fall 2024.

The Associated Student (ASB) provides various health related outreach activities throughout the year. Outreach activities promote and empower students to engage in healthy behaviors and make lifestyle changes that reduce their risk of developing chronic diseases and engage in risky health behaviors. Outreach activities included a Mental Health Fair in Spring 2024. Campus clubs are encouraged to complete some type of health training or a health-related activity during the school year. See **Appendix A** for 2023-2024 training and activities.

ASB Executive Officers attended a Suicide Awareness and Prevention Training the week before the fall 2023 and 2024 quarters. ASB Executive Officers also received training, along with Residence Life Assistants, to be Campus Security Authorities. In this training, they learned about drug and alcohol awareness, prevention, and steps to report incidents from the Campus Safety Director.

Student clubs at Big Bend Community College enhance the educational experience of students and foster social, intellectual, and physical growth. Several clubs on campus lead activities which promote healthy living as well as drug and alcohol-free lifestyles. The student clubs web site identifies the currently recognized active campus clubs and club activities. Several of these activities are wellness related and are attended by students.

b. Athletics

BBCC has seven intercollegiate athletic teams. The men's program includes three teams: baseball, basketball and wrestling. The women's program includes four teams: basketball, softball, volleyball and wrestling.

The baseball, volleyball, basketball and softball programs are members of the Northwest Athletic Conference (NWAC). Wrestling programs are members of the National Junior College Athletic Association (NJCAA). Annually, approximately 150 Big Bend students-athletes participate in intercollegiate sports.

The Athletics Program promotes a drug-free healthy lifestyle. Expected conduct of student-athletes related to alcohol and drugs are clearly stated in the Student-Athlete Code of Conduct. Alcohol and drug regulations are also written in the Student- Athlete Handbook located in the Student Athlete Information Center ([Attachment 9](#)).

Big Bend Normative Environment

Big Bend Community College has one main campus in the Larson community of unincorporated North Moses Lake, Washington, and an additional seven off-site locations which provide adult basic education classes and/or English as a second language classes.

The main campus facilities (all associated with the administration mailing address of 7662 Chanute St NE, Moses Lake) are monitored and patrolled by non-commissioned Campus Safety officers. The college maintains a memorandum of understanding with the [Grant County Sheriff's Office](#) (GCSO) which serves as an operational framework for ongoing and cooperative public safety efforts. This specifies that GCSO has primary responsibility for on-campus criminal investigations.

The seven off-site locations are monitored and patrolled by the law enforcement agencies having jurisdiction:

1. Wahluke High School, 505 N Boundary Ave, Mattawa, WA. Mattawa Police jurisdiction.
2. McFarland Middle School, 790 S 10th Ave, Othello, WA. Othello Police jurisdiction.
3. SkillSource Othello, BEdA & HEP Offices Only, 165 N 1st Avenue, Othello, WA. Othello Police jurisdiction.
4. Quincy Middle School, 16 6th Ave SE, Quincy, WA. Quincy Police jurisdiction.
5. Royal City High School, 955 Ahlers Ave N, Royal City, WA. Royal City Police jurisdiction.
6. Warden High School, 101 Beck Way, Warden, WA. Warden Police jurisdiction
7. Mattawa Port, HEP Office Only 20140 Rd 24 SW Suite E, Mattawa, WA. Mattawa Police jurisdiction.

BBCC embraces the tenets of community-oriented policing. That focus helps maintain a drug-free environment and educates the campus community on the dangers of drug and alcohol abuse. The college has on-campus housing and the Clery report validates that there are few alcohol related incidents on campus.

BBCC Student Administrative Support Services

Counseling and wellness services are available to students at BBCC through Student Administrative Support Services. The primary goal of the counseling center is to promote emotional health and wellness, support student success, and enhance retention at the college. These services include psychological assessments, crisis intervention, brief individual psychotherapy, referrals to community resources, wellness workshops, consultations for faculty and staff, and development activities for students and staff.

The counselors act as the point persons to provide individual consultation, education, brief therapeutic intervention and referrals to community services for students seeking assistance with substance abuse and substance related issues. From January 2018 to the present, many of students seeking services with counselors reported “Drug/Alcohol Abuse” as one of their initial presenting problems. Such problems can often be directly linked to student academic success and retention at the college.

As part of the Student Administrative Support Services Counseling Center treatment model, students are routinely referred to resources in the community for more specialized behavioral health and/or substance abuse issues. BBCC counselors routinely collaborate and arrange face to face meetings with agencies in the community that provide both behavioral health and substance abuse treatment, e.g., Grant County Prevention and Recovery Center.

a. EAP Monthly Newsletter 2023

All full-time employees receive a monthly e-mail newsletter from the EAP program regarding health issues including drug and alcohol, conflict resolution and other wellness issues.

b. Smoking/Tobacco Policy Update

- In 2018 the Smoking/Tobacco Policy was updated to include e-cigarettes and vaping.

c. Employee Assistance Program (EAP)

The EAP, “First Choice EAP,” is available through BBCC Human Resources for employees to provide confidential counseling services to employees who have concerns about their use of alcohol or other substances. ([Attachment 11](#)) Employees may also contact the Grant County Prevention and Recovery Center (PARC) for assistance with alcohol and drug-related problems. Smoking cessation assistance is available to employees through the college health insurance plan.

Alcohol Availability

BBCC prohibits possession or use of alcohol at any college location. However, annual fund-raising events sponsored by the BBCC Foundation or other organizations may include the serving of alcohol on campus with permission from the President. ([Attachment 2](#))

Alcohol Marketing and Promotion

- Alcohol is prohibited on campus or college events with the exception of BBCC Foundation events or other events approved by the President.

Policy Development and Enforcement

The following BBCC policies and procedures support a drug free environment.

a. Students

The college strongly encourages all new students, who register for classes, to view new student orientation. At this time, students are made aware of College policy and procedures during online new student orientations, Information from the Student Handbook found both online and in hard copy is referenced at this time concerning the health risks, both legal and college sanctions, as well as who to contact when reporting such incidents.

In the Student Handbook it states:

- i. Currently enrolled students will be subject to student disciplinary actions in accordance with WAC Code 132R-04 WAC– Student Code of Conduct. ([Attachment 5](#))
- ii. Students are aware that “Big Bend Community College prohibits the unlawful manufacture, delivery, possession, or use of alcohol, marijuana, in any form, other controlled substances, and drug paraphernalia while on college property, while conducting college business, and while participating in any college activities whether on campus or not.” ([Attachment 1](#))

Students living in the college residence halls receive quarterly instruction from their Resident Life Director, concerning drug and alcohol health risks sanctions, as well as contact information when reporting such incidents. The Director also references this information found in the Residence Hall Handbook. ([Attachment 10](#))

All students and employees receive an annual drug free workplace email notification that includes references to college policies and procedures about drug and alcohol use, legal and college sanctions, and treatment availability. ([Appendix E](#))

At the start of every quarter, newly enrolled students are assigned an online training module through VectorSolutions that includes modules on Title IX, Alcohol & Other Drugs, and Hazing Prevention. BBCC began using this module in September 2022.

b. Employees

Faculty, administrative, and classified staff are provided with appropriate Governing Board procedures when they are hired by BBCC. Employees sign that they have received this information, and this signature document is kept in their personnel file. ([Appendix D](#)) All employees also receive an annual drug free workplace email

- Governing Board policies and procedures can be accessed online through the College Website

BP & AP 3560 Alcoholic Beverages Policy
BP & AP 3019 Drug-Free/Alcohol Free Work Place Policy and Drug and Alcohol Abuse Prevention
BP & AP 8001 Smoking/Tobacco Policy

c. Safety Department

In accordance with Public Law 101-226 Drug-free Schools and Community Act Amendment of 1989, the Governing Board of the Big Bend Community College prohibits the manufacture, distribution, dispensing, possession or use of a controlled substance, including alcohol, in all facilities, grounds, events or activities directly or indirectly under control of Big Bend Community College by students and employees on district property or part of any college sanctioned activity.

Any student or employee in violation of Governing Board policies is subject to disciplinary action. These sanctions can include expulsion from the college for students or termination from employment for employees.

The use, sale, or possession of any illegal drug is a violation of state law and any person found in violation may be subject to arrest by federal, state, local or campus law enforcement

authorities. Criminal prosecution is separate from any administrative discipline that may be imposed by Big Bend Community College.

BBCC Campus Security takes an active role in drug and alcohol use education. The Office of Campus Safety works collaboratively with the Grant County Sheriff's Office and other adjacent jurisdictions regarding drug and alcohol wellness activities and enforcement. Personnel from the Grant County Sheriff's Office frequently come to Criminal Justice classes at Big Bend Community College to speak to students regarding DUI Enforcement. Drug Recognition experts, (DRE), also attend classes to discuss drug recognition impairment signs with students.

CLERY Statistics 2021-2023

Drug and alcohol related offenses not meeting Clery reporting criteria are primarily offenses where state law was not broken but a violation of college policy occurred:

- Drugs: 2
- Alcohol: 2
- Evidence of illicit drug use without a suspect: none (Generally refers to drugs or drug paraphernalia found on campus, but no suspect was identified)

Criminal Offenses												
	ON CAMPUS			RESIDENCE HALLS			PUBLIC PROPERTY			NONCAMPUS		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - All	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	1	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	1	0	0	0	0	0	0	0
Hate Crimes Any crimes reported to have occurred that manifested evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity/national origin, gender identity or disability. ¹												
	ON CAMPUS			RESIDENCE HALLS			PUBLIC PROPERTY			NONCAMPUS		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Sexual Orientation bias, vandalism/damage/destruction of property	0	0	0	0	0	0	0	0	0	0	0	0
Arrests for each of the following crimes ²												
	ON CAMPUS			RESIDENCE HALLS			PUBLIC PROPERTY			NONCAMPUS		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Illegal Weapons Offense	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Actions/Judicial Referrals ³ for each of the following law violations. <i>(These figures are not included in the arrest figures.)</i>												
	ON CAMPUS			RESIDENCE HALLS			PUBLIC PROPERTY			NONCAMPUS		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Illegal Weapons Offense	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation	0	1	0	0	1	1	0	0	0	0	0	0
Unfounded Crimes ⁴												
There were zero unfounded crimes reported in 2021, 2022 and 2023.												

¹ Requirement: Hate crimes must be recorded by category of bias, 34CFR668.46(c)(4)

² Requirement: Arrests and referrals citation, 34CFR668.46(c)(1)(ii)

³ Requirement: Arrests and referrals citation, 34CFR668.46(c)(1)(ii)

⁴ Requirement: An institution must report to the Department of Education and disclose in its annual security report statistics the total number of crime reports that were "unfounded" and subsequently withheld from its crime statistics during each of the three most recent calendar years, 34CFR668.46(c)(2)(iii)(A)

Attachment No.	Title and Link
Attachment 1	Drug-Free Environment and Drug Prevention – BP 3019 https://www.bigbend.edu/about-us/board-policy/
Attachment 2	Drug-Free Environment and Drug Prevention – AP 3019 https://www.bigbend.edu/about-us/administrative-process/
Attachment 3	Smoking/Tobacco Policy – BP 8001 https://www.bigbend.edu/about-us/board-policy
Attachment 4	Smoking/Tobacco Policy – AP 8001 https://www.bigbend.edu/about-us/administrative-process/
Attachment 5	Student Code of Conduct – Chapter 132R-04 WAC https://app.leg.wa.gov/WAC/default.aspx?cite=132R-04
Attachment 7	Associated Students https://www.bigbend.edu/student-center/associated-student-body/
Attachment 8	Student Hazing Training Modules Individual Links are emailed to students from VectorSolutions
Attachment 9	Student-Athlete Information Center https://www.bbccvikings.com/landing/index
Attachment 10	Residence Hall Handbook https://www.bigbend.edu/student-center/residence-halls/
Attachment 11	Employee Assistance Program https://www.fchn.com/Members/EmployeeAssistance
Attachment 12	Student Clubs and Communities https://www.bigbend.edu/student-center/student-clubs-and-communities/

Appendix A

2023/24 Student Organization Workshops/Activities Concerning Health & Wellness

ASB

- 3 Blood Drives
- Mental Health Fair
- De-stress fest events prior to finals week

Phi Theta Kappa

- Attended event promoting Mindfulness and Mental Health
- Attended Suicide Prevention Workshop

Nursing Club

- Health Destinations
- Job and Career Fair
- BBCC Community Health Outreach/Shot Clinic @ Nursing Home Facility

2022/2023 Student Organization Workshops/Activities Concerning Health & Wellness

ASB

- ALIVE Mental Health Fair
- 3 Blood Drives
- 2 Welcome Back Swag Bag Events with Drug & Alcohol Info Brochure
- Drug & Alcohol Training for ASB
- Mental Health and Suicide Prevention Training
- Campus Spa (free massages for students)

Chess Club

- Helped with ALIVE Mental Health Fair

Nursing Club

- Helped with ALIVE Mental Health Fair
- BBCC Community Health Outreach/Shot Clinic @Nursing Home Facility

Phi Theta Kappa

- Helped with ALIVE Mental Health Fair

Appendix B

Big Bend Community College Drug Free/Alcohol Free Workplace Certification for Employees

I hereby certify that I have received a copy of AP3019, Drug and Alcohol Abuse Prevention. I understand that reporting to work or performing work while under the influence of, and/or impaired by, illegal drugs (including marijuana) or alcohol is prohibited.

I also realize the unlawful manufacture, delivery, possession, or use of alcohol, marijuana in any form, or other controlled substances, and drug paraphernalia while on college property, while conducting college business, and while participating in any college-sponsored activities whether on campus or not is prohibited.

I understand that violation of this policy may result in disciplinary action up to, and including, termination.

I acknowledge my responsibility to notify my supervisor if I am convicted of violating a criminal drug statute in the workplace no later than five (5) days after the date of such conviction. I further realize the college is required by law to give notice of such conviction to any Federal agency from which it receives grants or contracts, and I hereby waive any and all claims that may arise from conveying this information to such Federal agency.

Acknowledgement

I, _____, hereby certify that I have received and read a copy of AP 3019, Drug and Alcohol Abuse Prevention.

Date _____

Signature

Appendix C Substance Abuse Info & Resources Pamphlet



Community Resources

Locally affiliated to assist you with your recovery journey

Local County Health Care for the Homeless

Local Drug Court/Probation for the Homeless

Hospital & Clinics

Behavioral Health Services

Community Health Centers


Additional Resources

Additional resources available for you

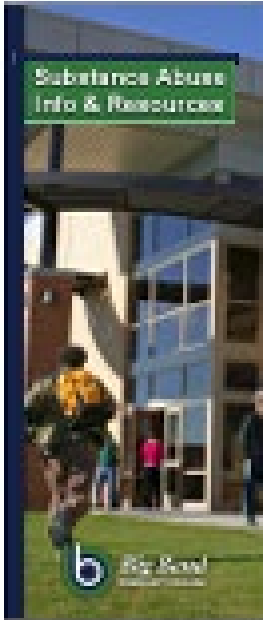
2024 Update
Updated our newly college degree finding feature through partnerships to assist students, job-related training and finding work/study opportunities

2023 Update
Updated our newly college degree finding feature

Case Studies
Stories of recovery and learning



Big Bend Community College
1000 University Street NE
Big Bend, TX 79701
940.763.6200
www.bigbend.edu



Substance Abuse Info & Resources

Big Bend Community College



Drug-Related

Performance Indicators

Review these examples of common school performance indicators to learn that major indicators of an underlying problem

- Poor academic performance
- Inconsistent school attendance
- Higher suspension rates
- Increased quality of work
- Risk taking
- Increased truancy
- Poor communication
- Disruptions
- Inconsistent participation
- Unexplained absences
- Classroom behavior concerns
- Violence and harassment

Health Matters

There are serious health consequences when the use of alcohol and/or other substances is used to cope with drug-related stress, anxiety and health. The health consequences of substance abuse can be immediate and long-term. They can affect your ability to learn, work, and live. Regular use of alcohol and other drugs can have serious impacts that include impaired judgment and affect your performance. Regular use of alcohol and other drugs can lead to dependence.

- Alcohol consumption increases the risk of liver disease, heart disease, and cancer.
- Alcohol consumption increases the risk of falls and injuries.
- Alcohol consumption increases the risk of accidents and injuries.
- Alcohol consumption increases the risk of violence and aggression.
- Alcohol consumption increases the risk of mental health problems.

Emergency

Emergency services are available 24/7. Call 911 for medical emergencies or Big Bend Community College for behavioral health services.

Emergency Services

Big Bend Community College
1000 University Street NE
Big Bend, TX 79701
940.763.6200

Resources

Emergency services are available 24/7. Call 911 for medical emergencies or Big Bend Community College for behavioral health services.

Emergency Services

Big Bend Community College
1000 University Street NE
Big Bend, TX 79701
940.763.6200

Big Bend Community College

1000 University Street NE
Big Bend, TX 79701
940.763.6200
www.bigbend.edu

Help Lines

24-hour support is available for students and faculty. Call 911 for medical emergencies or Big Bend Community College for behavioral health services.

Emergency Services

Big Bend Community College
1000 University Street NE
Big Bend, TX 79701
940.763.6200

Appendix D

TO: All BBCC Employees

FROM: Kim Garza, VP of Human Resources & Labor

RE: **DRUG-FREE WORKPLACE**

Big Bend Community College (BBCC), a recipient of federal funds, supports and complies with the Drug Free Work Place Act of 1988 and the Drug Free Schools and Communities Act of 1989.

As an employee of Big Bend Community College, you are hereby advised that the unlawful manufacture, delivery, possession, or use of alcohol, marijuana in any form, or other controlled substances, and drug paraphernalia while on college property, while conducting college business, and while participating in any college-sponsored activities whether on campus or not is prohibited. Violations of this policy will result in appropriate disciplinary action, up to and including termination.

Employees are expected to adhere to the policies of the college, observe the basic rules of good conduct and to observe all local, state, and federal regulations relative to illegal drugs and alcohol. Violations of such regulations to include misdemeanor and/or felony convictions during the course of one's employment will result in appropriate disciplinary action.

As an employee of the college, you are required to provide written notice to your supervisor and the Human Resources Office in the event you are convicted of any drug-related violation in the workplace. Said notice must be provided within five (5) calendar days of final disposition by the court.

Using drugs and alcohol can have substantial and harmful effects on health. These effects are often permanent and can lead to severe physical and psychological impairment, disability, and premature death. The [Centers for Disease Control and Prevention \(CDC\)](#) provide [additional information on the effects of drinking alcohol](#) on their website.

The [National Institute on Drug Abuse \(NIDA\)](#) provides facts about the most [commonly abused drugs](#). Each drug page includes a brief overview, street and clinical names, the effects of the drug on the brain and body, statistics and trends, and relevant publications and articles written by NIDA researchers and scientists.

Information regarding counseling and rehabilitative resources is available by contacting the Human Resources Office at 509.793.2008 or by contacting the college's Employee Assistance Program (EAP), First Choice EAP. First Choice EAP is available 24 hours per day, 7 days per week by calling 1.800.777.4114 or www.firstchoicееap.com

Additional information is available in [BP3019 Drug Free/Alcohol Free Work Place](#) and [AP3019 Drug & Alcohol Abuse Prevention](#).

Questions regarding the information contained in this email or college policy may be directed to Kim Garza, VP for Human Resources & Labor at 509.793.2010 or via email at kimg@bigbend.edu.