

North Georgia Technical College Alcohol/Other Drugs Awareness and Prevention Plan Biennial Review 2021–2023

Prevention Plan

In compliance with the 1989 Amendments to the Drug Free Schools and Communities Act, North Georgia Technical College (NGTC) has adopted and implemented a plan to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. This plan is part of larger efforts that promote the health, safety, and well-being of students and employees.

Biennial Review

NGTC's biennial review covers the 2021–22 and 2022–23 academic years. This review is based on reflective scrutiny of the implementation of the Alcohol/Other Drugs awareness and prevention plan. The following elements of the plan have been reviewed:

- Communications to students and employees regarding related policies and procedures.
- Dissemination of information regarding the dangers associated with the use of alcohol and other drugs.
- Enforcement of policies and procedures, including student conduct cases and disciplinary sanctions.
- Effectiveness of awareness and prevention activities.

As a result of this biennial review, NGTC has identified aspects of the plan that are working well and areas for improvement, which are noted in this report.

Committee Members

NGTC's Alcohol/Other Drugs Committee reviewed the College's awareness and prevention plan. The following are members of this Committee:

- Vinson Burdette, Vice President of Student Affairs
- Fran Chastain, Dean of Student Affairs
- Mark Fitzpatrick, Chief of Campus Police
- Beth Hammond, Director of Human Resources
- Chris Parker, Counselor
- Sherry Seal, Director of Campus Life
- Michele Shirley, Executive Vice President of Administrative Services
- Savonda Turner, Director of Information Technology

The composition of the Alcohol/Other Drugs Committee is appropriate since this group is also involved with the NGTC's Clery Act compliance efforts and most of the members are active on the College's Behavioral Intervention Team (PackCare).

Goals for NGTC's Alcohol/Other Drugs Awareness and Prevention Plan

- To support a culture and atmosphere free of alcohol and other drug use and abuse within the campus community.
- To identify and disseminate information for the members of the campus community regarding alcohol and other drug issues for the purpose of awareness, education, and prevention.
- To engage commuter and residential students in activities that promote risk reduction, awareness, and prevention of alcohol/other drug abuse.
- To identify and publicize the resources and intervention services available to the campus community relevant to alcohol and other drugs. These services include counseling as well as referral to treatment programs.

Alcohol Policy

The presence of alcohol on NGTC campuses is governed by the provisions of federal, state and local laws and applicable State Board of the Technical College System of Georgia policies and procedures. All persons entering one of NGTC's campuses or any facility owned or operated by the Technical College System of Georgia (TCSG) must comply with these laws, policies, and procedures. Any person using alcoholic beverages while on the campus of NGTC shall be responsible for compliance with state and county laws and the College's policies and procedures. It is illegal in the State of Georgia for anyone under the age of 21 to purchase, possess or consume alcohol or to falsify or misrepresent his or her age to obtain alcohol.

Drug Policy

The use, possession, and/or sale of illegal drugs are violations of NGTC procedures, and the terms of employment for employees of the college. Faculty, students, and staff who use, possess, or sell illegal drugs are subject to criminal prosecution as well as potential college disciplinary actions of probation, suspension, or expulsion. Regarding tobacco, NGTC prohibits smoking or using other forms of electronic (e.g., VAPE) alternative smoking devices or other forms of tobacco products in classrooms, shops, labs, residence halls, or other unauthorized areas on technical college premises regardless of tobacco content.

Related Policies and Procedures

The NGTC Policy and Procedure Manual is updated annually and is published on the NGTC public website (www.northgatech.edu). The NGTC Policy and Procedure Manual includes policies and procedures maintained by the Technical College System of Georgia (TCSG) and NGTC. The following are policies and procedures related to alcohol and drug use:

- Alcohol on Campus, NGTC Procedure 3.3.6
- Drug-Free Schools and Communities Act, TCSG Policy 6.7.1
- Drug-Free Schools and Communities Act, NGTC Procedure 6.7.1p
- Drug-Free Workplace, TCSG Policy 4.8.1
- Drug and Alcohol Testing for Federally-Regulated Positions, TCSG Procedure 4.8.1p1
- Non-Federally-Regulated Drug and Alcohol Testing, TCSG Procedure 4.8.1p2
- Student Conduct Code, NGTC Procedure 6.5.1p1
- Tobacco Use, TCSG Policy 3.3.7

- Tobacco Use, NGTC Procedure 3.3.7p
- Use of Alcoholic Beverages on Campus, TCSG Policy 3.3.6
- Use of Alcoholic Beverages on Campus, TCSG Procedure 3.3.6.p

College Catalog and Student Handbook

The NGTC Catalog and Student Handbook is updated annually and is available for public access via the NGTC website (www.northgatech.edu). Information referencing alcohol and drug awareness is referenced in descriptions of applicable academic programs (School of Transportation and School of Health Sciences), “Health Awareness Programs,” in the “Student Code of Conduct,” in the section “Drug and Alcohol Procedure.” The content under “Drug and Alcohol Procedure” is as follows:

The use, possession, distribution, or transportation of alcoholic beverages by North Georgia Technical College students is strictly forbidden on campus and at any off-campus activity that is sponsored by or in the name of any institutional organization, department, or group.

Beverages identified as non-alcoholic beer are prohibited. Any student who returns to any North Georgia Technical College campus under the influence of alcohol and/or drugs shall be subject to disciplinary action. All students are subject to a breathalyzer test. Failure to cooperate will result in full disciplinary action. NOTE: All city, state, and federal laws will be enforced.

Federal law permits North Georgia Technical College to disclose to parents/guardians’ violations of not only local, state, and federal laws but also college policies and rules governing the use of and/or possession of alcohol or controlled substances. (Section 952, Alcohol or Drug Possession Disclosure, of the Higher Education Act 10/99).

Residence Life Handbook

Students residing in Bryant Hall on the NGTC Clarkesville Campus receive a Residence Life Handbook that includes the following guidelines:

- Georgia law prohibits possession or consumption of alcoholic beverages by those under the legal drinking age and prohibits making alcoholic beverages available to persons under the legal drinking age.
- Underage students found in possession of or under the influence of alcohol will face fines and possible suspension from Bryant Hall.
- Any student found providing alcoholic beverages to those under the legal drinking age will face disciplinary action and may face legal actions.
- Inappropriate behavior related to the consumption of any alcoholic beverage or any illegal drug is prohibited, and students will face fines and possible suspension from Bryant Hall.
- Failure to follow the alcohol guidelines will result in a referral to the Office of the Vice President of Student Affairs for disciplinary action. In addition, the student may be subject to arrest for violating state and/or federal law.

Get Inclusive Awareness and Prevention Program

As of Fall 2021, NGTC utilizes a program named, **Get Inclusive**, to provide students training. This program is available as an interactive online platform providing students training on Alcohol Awareness and Sexual Assault Prevention. Students enrolled in COLL 1010 (College & Career Success Skills course) receive an email from **Get Inclusive** through their student email account. This email introduces the training and provides them with an 8-week window to complete the training. The student receives a grade for completing the training. This program focuses on four main topics: Identities and Inclusion, Consent and Sexual Violence (Title IX and Campus SaVE), Alcohol and Other Drugs and Hazing, and Intimidation. This platform is user friendly, and implementation has been smooth.

Enforcement

North Georgia Technical College is committed to operating in accordance with the laws of the state of Georgia regarding the use, sale, possession, and consumption of alcoholic beverages. It is the responsibility of all members of the College community to abide by those laws. NGTC complies with section 1213 of the Higher Education Act of 1965 regarding the possession, use, and sale of alcoholic beverages and illegal drugs. Any violation of the Act or of federal and state laws pertaining to the possession, use and sale of alcoholic beverages and illegal drugs can be dealt with through the criminal justice system and/or through the college judiciary system.

NGTC campus police regularly patrol the campuses and respond to calls for service. Officers routinely enforce Georgia state laws regarding underage drinking and the use, possession, and sale of alcoholic beverages at NGTC by either referring the student to the appropriate conduct officer, by issuance of a citation, or by arrest. Officers also respond to complaints of drug activity and enforce state and federal drug laws.

Annual Security and Fire Safety Report

The College's Annual Security and Fire Safety Report is updated annually and published on the NGTC website. Students and employees are notified by email annually by October 1 of the availability of the report. The Annual Security and Fire Safety Report includes awareness and prevention information related to alcohol and drugs and includes the number of alcohol and other drug arrests and referrals.

- Link to the [2023 Annual Security and Fire Safety Report](#)
- Link to the [2022 Annual Security and Fire Safety Report](#)

Summary

North Georgia Technical College (NGTC), a unit of the Technical College System of Georgia (TCSG), offers career and technical education to residential and non-residential students. The College consists of three campus locations serving eight counties in northeast Georgia. TCSG, the governing body for NGTC, has developed policies specific to drug and alcohol use on campus. In accordance with TCSG policy, NGTC is committed to providing a safe and healthy learning environment that enriches students, faculty, and staff.

NGTC implements and adheres to applicable laws, policies, and procedures that prohibit the possession, use, distribution, and unlawful manufacture of illegal drugs, narcotics, or controlled

substances on all NGTC campuses. Alcohol is not allowed on campus except when a written request is submitted for consideration and is approved by the College President. It is the responsibility of each student, faculty, and staff member to be familiar with the provisions of the policy and the laws of the State of Georgia, as they pertain to alcohol and drug use. The College's Alcohol and Drug Program places responsibility for individual and group conduct on the individuals who use drugs and consume alcohol.

The management and enforcement of NGTC's alcohol and drug procedures and programs present challenges due to residential and non-residential life. Faced with on-campus violations of alcohol and drug laws and conduct policies, NGTC's Clery Team and behavioral intervention team (PackCare) monitor and address trends in alcohol and drug violations. NGTC faculty, and staff are also involved with assessing situations involving the impact of alcohol use that occurs off-campus.

The College's programs address these issues through emphasis on drug and alcohol prevention efforts, law enforcement, referrals to external agencies, and access to treatment facilities within our educational service delivery area.

Drug and Alcohol Prevention Program - Strengths and Areas for Improvement

NGTC's Alcohol/Other Drugs Committee used the following materials to help produce this report and assist in their determination of the strengths, weaknesses, and recommendations:

- TCSG Policy Manual - Alcohol and Drug Policies and Procedures
- Student Code of Conduct
- NGTC Catalog/Student Handbook
- Annual Security and Fire Safety Report (2022 and 2023)
- Employee Handbook (available on the NGTC intranet)
- Higher Education Act of 1965, Section 484
- National Institute on Drug Abuse website
- National Institute on Alcohol Abuse and Alcoholism website
- National Institutes of Health website

Strengths:

The Alcohol/Other Drugs Committee recognized the following as strengths:

- The College's policies and procedures comply with the Drug-Free Schools and Campuses Regulations.
- Campus-based events and activities are alcohol and drug-free.
- An Employee Assistance Program (EAP) is available to full-time employees.
- The Clery Team and behavioral intervention team (PackCare) meet regularly to discuss individual case referrals and overall trends regarding student well-being.
- In 2022, the College added a full-time mental health counselor as a member of staff in the College's Student Support and Engagement unit.
- The College utilizes the Maxient referral and documentation system for reporting student issues, including alcohol and drug violations.
- The College implements Resource Fairs each academic term to increase

awareness of resources available for students. These resources are internal and external to the College and include providers for wellness, drug and alcohol prevention, and other student-related programs.

- The College annually updates and publishes the NGTC Catalog and Student Handbook, Residence Life Handbook, and the Annual Security and Fire Safety Report.
- Faculty and staff participate in professional development on topics related to alcohol and drugs.

Areas for Improvement:

The Alcohol/Other Drugs Committee recognized the following as areas for improvement:

- The number of student engagement activities that focus specifically on awareness and prevention of alcohol and drug may be inadequate for the increased number of residential students.
- Student Orientation does not adequately address alcohol and drug awareness/prevention.
- The current fine structure and disciplinary consequences for alcohol and drug violations may need review.
- Training for Resident Assistants regarding alcohol and drug awareness and prevention may not adequately cover the scope of topics and issues they will face.
- Utilization of social media and communications is not frequent enough to influence change.

Program Recommendations:

The Alcohol/Other Drugs Committee, through this Biennial Review, makes the following recommendations for improvement to the Drug and Alcohol Prevention Program:

- Increase the number of student engagement activities that focus specifically on awareness and prevention of alcohol and drug use.
- Adequately address alcohol and drug awareness/prevention in orientation.
- Review the fine structure and disciplinary consequences for alcohol and drug violations to ensure appropriateness and consistency.
- Expand training for Resident Assistants regarding alcohol and drug awareness/prevention.
- Increase use of social media to raise awareness of drug and alcohol health risks and to promote healthier lifestyles.

Submitted by:

 1-22-2024
Signature and Date

S. Vinson Burdette, VP of Student Affairs

Approved by:

 1-23-24
Signature and Date

John Wilkinson, President