

Biennial Review of Zane State Community College's Alcohol and Drug Programs  
2015-2017

Mission: Empowering people, enriching lives, and advancing the region through education, collaboration, and opportunities.

Biennial Review of Alcohol and Other Drug Program Committee Members:

Dr. Jim Kemper, Chief Human Resource Officer

Nick Welch, Chief Enrollment Officer

Kevin Hurst, Chief Student Affairs Officer

Steve Gallagher, Public Safety Office II

Heather Merry, Student Support Counselor

Overview

In support of the Drug Free Schools and Campuses Regulations of the Drug Free Schools and Communities Act, Zane State College (ZSC), certifies it has adopted and implemented programs to prevent the abuse of alcohol and use of or distribution of illicit drugs both by ZSC students and employees both on its premises and as part of any of its activities. To ensure our campus community is aware of our efforts, ZSC annually distributes the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use of distribution of illicit drugs and alcohol by students and employees
- A description of the legal sanctions under local, state or federal law for the unlawful possession or distribution of illicit drugs and alcohol
- A description of any drug or alcohol counseling, treatment or rehabilitation or re-entry programs that are available to employees or students
- A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions up to and including expulsion or termination of employment and referral for prosecution

The law also requires that the institution conduct a biennial review of its programs with the following objectives

- Determine the effectiveness of the policy and implementing changes to the alcohol and other drug (AOD) program if they are needed
- Ensure that the sanctions developed are enforced

The biennial review must also include

- The number of drug and alcohol related violations and fatalities occurring on the campus or as part of their activities that are reported to campus officials
- The number and type of sanctions ZSC imposes on students or employees as a result of violations

## Materials Reviewed

The following materials were reviewed for the biennial review:

Zane State College Student Handbook: [Student Code of Conduct](#)

- Student Code of Conduct for Alcohol/Drug Violations
- Tobacco Free Policy

Zane State College Annual Campus Security Report

Zane State College Drug and Alcohol Policy [Zane State College Handbook](#)

Zane State College Drug Free Workplace Policy

Zane State College Alcohol and Drug website, link

Summary of alcohol and other drug free events

Alcohol and Drug documents available to students, faculty and staff

## Compliance with Drug Free schools and Communities Act

Zane State College places importance on making sure our campus has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs by students and employees on its premises and as a part of any of its activities. In addition, Zane State College has written materials that contain the following information:

- 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 applicable legal sanctions under local, state or federal law
- A description of counseling or treatment programs
- A statement and description of the disciplinary sanctions the institution will impose on students and employees

## Education, Prevention and Intervention

Counseling: Zane State College offers free personal counseling to all students, registered in one or more credit hours. Depending on the circumstances and recommendations provided by the professional, outside referrals may be sought out.

Referral Sources include:

Alcoholics Anonymous  
76 E. Main St.  
Newark, OH 43055  
740-345-7060

Muskingum Behavioral Health  
601 Underwood St.  
Zanesville, OH 43701  
740-454-1266

Alcohol and Drug Services of Guernsey Co.  
927 Wheeling Avenue  
Cambridge, OH 43725  
740-439-4532

Coshocton Co. Drug and Alcohol Council  
610 Walnut St.  
Coshocton, OH 43812  
740-622-0033

[Counseling Services at Zane State College](#)

### Employee Assistance Program

“Zane State College is proud to make available to all benefits-eligible employees a free Employee Assistance Program. The services are outsourced to IMPACT Solutions and they provide a host of distinctive and unique services including: (all of the following services are available to employees and any member of their *household*) 24/7/365 access to at least a Master’s prepared counselor; referrals to vetted and credentialed community-based mental health providers where the individual(s) receives 5-free, face-to-face sessions; unlimited telephonic counseling; identity-theft assistance; legal assistance/counseling; child and elder-care assistance; a robust web-based portal with easy access to articles, resources and interactive features; on-site training and development programs; and, strong, proactive account management practices.”

[Employee Assistance Program](#)

### Campus Activities

The following activities were promoted/available for employees and/or students throughout the 2015-2017 academic years.

- Presentations conducted by the Muskingum County Sheriff Office and/or Zanesville Police Department regarding drug problems in our community as well as education on canine units and Meth Lab Awareness.
- Presentations from Muskingum Behavioral Health
- Knox County Sheriff’s Office
- EAP- Russ Goodwin, subject matter expert, Drug and Alcohol in the workplace
- Operation Street Smart
- Impact Solutions: Staying Smoke and Tobacco Free for Good
- Various activities and prevention efforts through NAMI and Dreamland offered

## Enforcement

The following link will provide most recent data with any drug and alcohol related violations

[Clery Report](#)

All activities held on campus are drug and alcohol free

Students who are found to be in violation of this stated prohibition are subject to discipline in accordance with the requirements and procedures of the Student Code of Conduct located online at

[Student Code of Conduct](#)

Sanctions may include disciplinary probation, educational programming, or dismissal from the institution.

Employees who are found to be in violation of this stated prohibition are subject to discipline in accordance applicable employer's rules and procedures. Discipline may include suspension or termination of employment. Both campuses strictly enforce drug and alcohol laws and policies.

## Summary and Areas of Need

After review of the Student Code of Handbook, it was determined that a revision would be beneficial to provide clarity and consistency across the board, including language and the addition of certain drugs.

The Drug and Alcohol Policy was previously reviewed by Russ Goodwin, subject matter expert, prior to its approval

The counseling website is currently up and available for students, during the next review period drug and alcohol education to be readily available online.

Recently, students received information through email. Alternative methods were encouraged to ensure a larger population of students are familiar with efforts. Various methods including Blackboard, class presentations, and online are actively being pursued with the intention of being utilized in the near future.

In regards to documents sent to students, recommendation to add the city of Cambridge under Local law.