



Drug and Alcohol Abuse Prevention Program
(DAAPP)

Biennial Report

Academic Years

2022-2023 and 2023-2024

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Introduction

The Wisconsin Legislature and the U.S. Congress have passed numerous laws, which require colleges and universities to provide written information about their policies regarding alcohol and drugs. Northwood Technical College, in keeping with the federal Drug-Free Workplace Act of 1988, the federal Drug-Free Schools and Communities Act (DFSCA) of 1989, state, local policies on alcohol and other drugs, has developed the Drug Abuse and Alcohol Prevention Program (DAAPP) policy.

Responsibilities

The development and continued update of the policy is the responsibility of the Northwood Tech Safety Office. It is the responsibility of all students, employees, and visitors to maintain a safe and supportive learning and working environment. Questions concerning any of the information contained in this document, the DAAPP policy, and/or the Right to Know brochure should be directed to the Ellie Nelson, Safety and Compliance Coordinator, at Northwood Tech College, 1900 College Drive, Rice Lake, WI 54868, telephone 800/243-9482 OR 715/645.7051. Email: ellie.nelson@NorthwoodTech.edu. TTY: 711.

Standard of Conduct for Drugs and Alcohol

Northwood Tech believes the use and abuse of alcohol and other drugs interferes with a person's ability to learn and grow in the college environment. To that end, the College has established the following alcohol and drug policy for students, staff, and visitors, which can be found in the Student Handbook, the Right to Know brochure, and the General Employee Handbook.

- A. The possession, use, distribution, or sale of illegal drugs and alcohol by students and employees is prohibited at all Northwood Tech campuses and other instructional sites as well as at all Northwood Tech sponsored activities.
- B. The possession and/or use of any beverage containing alcohol, including beer and other malt beverages, wine, wine coolers or distilled beverages on college property is prohibited except when approved by the President or designee under very limited circumstances where use of alcoholic beverages is appropriate.
- C. The possession and/or use of alcohol as a part of any off-campus, College-sponsored activity without prior approval from the President (or designee) are prohibited. If alcoholic beverages are present with authorization at any Northwood Tech-sponsored activities, provisions must be made to accommodate any student under 21 years of age. All College-sponsored student activities (using tax dollars and/or activity fees) must be open to all students regardless of age.
- D. The consumption of alcoholic beverages is prohibited during the program/activity portion of any educational field trip or while in transit to/from the campus.
- E. The use of alcoholic beverages in any Northwood Tech Conference Center is not to be encouraged and will be authorized only in rare and unusual circumstances with the prior approval of both the local Campus Administrator and the President.
- F. The expenditure of student activity fees for alcoholic beverages is not allowed.

- G. The advertising of alcoholic beverages is prohibited on Northwood Tech property and in college publications. Advertising is defined as college sponsored paid or unpaid advertising, not to include personal artifacts/merchandise/clothing.
- H. Any student or employee who violates this policy while on Northwood Tech property, while at other Northwood Tech instructional sites or while attending any Northwood Tech-sponsored activity may be asked to leave/be escorted from the premises and law enforcement personnel may be contacted.
- I. Students found in violation of this policy will be subject to disciplinary action which may include written reprimand, suspension, expulsion, and/or referral to law enforcement authorities. Violations of this policy by students will be subject to the student code of conduct process. Rehabilitation may be a condition for continued association with the College.
- J. Staff found in violation of this policy will be subject to disciplinary action, and penalties up to and including termination as outlined in the General Employee Handbook. Discipline taken could also include that the employee be required to satisfactorily participate in a drug abuse rehabilitation program, at their own expense, before being allowed to return to work.

Distribution of Drug and Alcohol Abuse Prevention Program Policy

Employees

The policy is referenced in the General Employee Handbook. The Handbook content is reviewed and released each February and September to all employees. The specific policies are reviewed for content on a five-year schedule and updates are made by the College Leadership Team and communicated to all staff via email. Employees also receive a copy of the welcome email sent to students with website links to the Right to Know brochure, the Drug and Alcohol Prevention Program policy, and the Biennial report.

Students

All credit students enrolled in 1 or more credit bearing courses, regardless of the length of their program of study, will receive the Drug Abuse and Alcohol Prevention Program information. Persons enrolled in only classes offering non-credit CEUs are exempt.

At the start of each term students will receive a welcome email with a link to the Drug Abuse and Alcohol Prevention Program information and the Right to Know brochure. Students who attend New Student Orientation at term start will also receive a hard copy of the [Right to Know brochure](#). The Biennial report is also available on the Safety and Security website under Drug & Alcohol Prevention located at: <https://www.northwoodtech.edu/about/safety-and-security>

Data and Trends

Northwood Tech is a drug and alcohol-free college. 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.

Northwood Tech will continue to strive for each individual offense to be 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, they should contact the VP, Student Affairs and Campus Operations. Should an employee feel that disciplinary action taken or not taken was unfair or inconsistent with any drug or alcohol use or abuse policy, they should contact the Human Resources Office. All such concerns will be taken seriously. The data below represents the number of drug and/or alcohol offenses committed by students in the previous two academic years.

OFFENSES	2022-2023	2023-2024
Ashland		
Liquor Law Violation	0	0
Drug Law Violation	0	0
Balsam Lake		
Liquor Law Violation	0	0
Drug Law Violation	0	0
Hayward		
Liquor Law Violation	0	0
Drug Law Violation	0	0
Ladysmith		
Liquor Law Violation	0	0
Drug Law Violation	0	0
New Richmond		
Liquor Law Violation	0	0
Drug Law Violation	0	0
Rice Lake		
Liquor Law Violation	0	0
Drug Law Violation	0	0
Shell Lake		
Liquor Law Violation	0	0
Drug Law Violation	0	0
Superior		
Liquor Law Violation	0	0
Drug Law Violation	0	1

Programs and Interventions

Northwood Tech prides itself on providing alcohol and drug awareness programming for students and staff through multiple means. Individuals can gain insight through presentations, newsletters, tabling events, health fairs, and educational trainings and webinars.

Date	Campus	Programming & Interventions
9/12/2022	Ashland	Weekly Newsletter: Recovery Month
11/1/2022	Collegewide	Great American Smokeout
11/14/2022	Ashland	Weekly Newsletter: Great American SmokeOut, Smoking Cessation, Vaping
Fall 2022	Rice Lake	Tabling event at the Student Involvement Fair- Shared AODA resources
11/22/2022	Rice Lake	Offered WeCope Series to All Staff and Students
12/1/2022	Rice Lake	Newsletter: December is National Impaired Driving Prevention Month
12/1/2022	Superior	Drunk and Drugged Driving Awareness bulletin board
12/5/2022	Ashland	Weekly Newsletter: Drunk and Drugged Driving Awareness
12/12/2022	Ashland	Weekly Newsletter: Drunk and Drugged Driving Awareness
12/19/2022	Ashland	Weekly Newsletter: Drunk and Drugged Driving Awareness, Dose of Reality promotion: opioids, Narcan, Fentanyl Test Strips
3/1/2023	Collegewide	Spring Health Fair
April-May 2023	Collegewide	Post Secret U
4/17/2023	Ashland	Weekly Newsletter: Alcohol Awareness and Responsibility, Virtual Bar/BAC Tool
5/8/2023	Ashland	Weekly Newsletter: National Prevention Week
5/15/2023	Ashland	Weekly Newsletter: National Prevention Week
9/5/2023	Ashland	Promotional Flyer for Recovery Month Community Picnic
9/18/2023	Ashland	Weekly Newsletter: Recovery
11/1/2023	Collegewide	Great American Smokeout
11/6/2023	New Richmond	Tobacco Cessation and Quit Smoking/Vaping resources tabling
11/13/2023	Ashland	Weekly Newsletter: Smoking Cessation, Vaping, Great American Smokeout
11/13/2023	Ashland	Tabling: Tobacco Cessation
12/1/2023	Superior	Impaired Driving Month- bulletin resources as well as Newsletter
12/5/2023	New Richmond	St Croix County training for BIT, Narcan, Fentanyl strips and Deterra (drug deactivation system) shared with resource table Shar Lopez- Director of Behavioral Health at SCC
12/11/2023	New Richmond	Alcohol Awareness bulletin board with resources and holiday poster on Health Office door "Friends Don't Let Friends Drink and Drive, If you Catch a Buzz, Catch a Ride"
12/11/2023	Ashland	Tabling: Community Resources

12/12/2023	Ashland	Event: Snuggle and sip. Mocktails with AODA resources
12/18/2023	Ashland	Weekly Newsletter: Alcohol Awareness, Wisconsin Addiction Recovery Helpline
2/5/2024	New Richmond	Northwest Passage Peer Support mentors - nurse office - discuss substance use disorders and how to present topic at Health Fair 2024 staff, faculty, and student audience completed 03/2024
3/1/2024	Collegewide	Spring Health Fair
April-May 2024	Collegewide	Post Secret U
4/1/2024	Superior	Alcohol Awareness bulletin board with resources/Newsletter
4/15/2024	Ashland	Weekly Newsletter: Alcohol Awareness, Drinking Responsibly Tool
5/13/2024	Ashland	Weekly Newsletter: SAMHSA National Prevention Week
Fall of 2022, 2023	Collegewide	Community Resource Document Reviewed, Updated, and Posted on website
2023-2024	New Richmond	Monthly CHAT (Community Health Action Team) zoom meetings with 50-100 regional/community members: alcohol, drug offenses along with mental health within the county and shared out with passive resources based on relevant topics covered
2023-2024	New Richmond	NSO - offered community resources for drug/alcohol /mental health issues and tobacco cessation

Strengths and Weaknesses

As with any programming, it has both its strengths and weaknesses. Northwood Tech is committed to learning from both and making improvements where needed and capitalizing on programming strengths.

Strengths

- By providing a variety of programming options (presentations, activities, tabling, newsletters, etc.) the college can reach a broader audience.
- The resource list for students and staff is reviewed twice a year at the start of each term to guarantee the most up to date information is available when needed.
- The Employee Handbook and Student Handbook provide links for easy access to policies and safety website information.
- Each of the college's four campuses staff a College Health Nurse passionate about alcohol and drug abuse awareness. The combined knowledge of each College Health Nurse brings more depth to the programming offered.
- Wellness challenges are offered to all staff and students to add an element of fun when addressing topics of alcohol and drug abuse programming.

Weaknesses

- Low participation in programming events continues to be a concern throughout the college. Several incentives have been initiated; however, it continues to be a concern.
- Access to the safety and security website is not easily accessible. It can be difficult to find policies, etc., which could create barriers for access to this information.

Goal Status for Current Biennium

Employees

Goal 1: To vary methods of disseminating resources to provide further accessibility and information to employees.

This goal will be continued for the next biennium.

Goal 2: Human Resources will share Employee Assistance Program (EAP) information utilizing email and other digital methods.

This goal has been addressed and has been adopted into a regular workflow.

Goal 3: The College Health Nurses will provide resources in Collegewide Newsletter each term.

This goal has been adopted into a common practice and a schedule has been created to ensure information is disseminated in a timely manner.

Students

Goal 1: Assess prevalence of alcohol and other drug use amongst students

Objective 1: College Health Nurse will collect and evaluate self-reported information utilizing the biennial Student Health Survey

Objective 2: College Health Nurse will expand AODA questioning in the Student Health Form.

This goal will be continued for the next biennium.

Goal 2: Provide prevention programming at each campus

Objective 1: College Health Nurse will provide prevention programming at least once per term

Objective 2: College Health Nurse will report back on offerings.

This goal has been adopted into a common practice and a schedule has been created to ensure information is disseminated in a timely manner.

Goal 3: Develop Drug Abuse and Alcohol resources for each campus

Objective 1: College Health Nurse will research resources available in the community

Objective 2: College Health Nurse will review and update pdf with resources for each campus to be posted on the College website

This goal has been adopted into a common practice and a schedule has been created to ensure information is reviewed and available to students and staff in a timely manner.

Goals for Next Biennium

Employee

Goal 1: To vary methods of disseminating resources to provide further accessibility and information to employees.

Students

Goal 1: Assess the prevalence of alcohol and other drug use amongst students.

Conclusion

Northwood Tech has made the commitment to improve how we serve our staff and students with more flexible, adaptable and creative programming. Northwood Tech is committed to the process of continuous improvement and looks forward to the opportunity to focus on the new goals identified for the next biennium. These goals will form the basis for continued college efforts and additional strategic planning.

