

To: Alisha Cederberg, Russ Panico, Amy Louallen, Coty Dunten, Don Benthin, Rick Ives

From: Erin Macioce

Date: June 22, 2017

Re: Drug and Alcohol Abuse Prevention Plan Annual Review Minutes-June 20, 2017

*Present:* Cederberg, Panico, Louallen, Macioce

*Absent:* Ives, Dunten, Benthin

Call to Order at 11:02 am

**Approval of Minutes from 2016 Meeting**

Approved minutes from June 20, 2016 were approved as submitted.

**Meeting minutes procedures**

Minutes from 2016 will be sent to President for signature.

Minutes will be approved at next annual meeting then submitted to President for endorsement. A copy will be sent to the group after each annual meeting.

**Information Sharing/Updates**

Cederberg informed that Department of Education closed Program Review as of 3/24/2016.

Cederberg informed that we received confirmation that no further reporting was required to HLC in a letter dated June 7, 2017. In this letter they confirmed receipt and review of our interim report and that our next affirmation of accreditation is scheduled for 2025-2026. Per HLC’s website, the last action taken was continued accreditation on June 27, 2016.

Winter semester, second 8 week modules did not receive the DAAPP notification

Panico reported that the notifications were now going through IT

* Follow up: DAAP Policy is sent to Grace Vanderberg in IT to distribute notifications.

Notifications for DAAPP have been discontinued through RAVE messaging.

**Business**

***DAAPP Statistics***

* Fiscal Year (7/1/2016-6/30/2017)
  + Student Disciplinary Referrals (Reviewed by Student Relations Coordinator)
    - 10/2016- No suspect, small amount of suspected marijuana located in TTC cafeteria-committee agrees actions were appropriate per DAAPP policy.
    - 11/2016-Found purse was turned in with a marijuana roach found inside. Actions were appropriate per DAAPP policy
    - 2/2017-suspected marijuana roach found on student at AWH, lab tested negative for marijuana-committee feels that action was appropriate per DAAPP policy.

***DAAPP Awareness and Education Activities***

* Continued use of business card information items relating to drug/alcohol abuse and services
* Continued use of tri-folds on table tops relating to drug/alcohol abuse and services
* 9/6/2016-Cougar Connection hosted Kalamazoo County Health Department
* 11/21/2016-Alcohol and Drug Prevention Workshop
* 11/17/2016-American Cancer Society and KVCC Great American Smoke out
* 4/3/2017- Alcohol and Drug Prevention Workshop
* Drug and Alcohol Abuse Modules for employees is still under review by this committee
* Comprehensive campaign about the harms of all types of tobacco products

***Notification of DAAPP Policy***

Disclosure of the DAAPP policy continues to be sent via email twice a semester and given to all new employees. DAAPP is available in its current version online.

Winter Session Two notification was not sent to students.

***Review/Changes to current DAAPP policy***

* To be reflected in the 2018 DAAPP policy
  + Update cover page from 2017 to 2018
  + In reviewing statistics there were three instances. The committee has found no trends and believes the policy is working. All incidents were analyzed against the policy and were handled appropriately.
  + Addendum to come in regards to alcohol policy with new Healthy Living campus.
  + Reviewed and updated all local resources to correct contact information and offerings

**Other**

* Panico will reach out to WPE instructors about content presented to wellness classes regarding Drug and Alcohol. Possible opportunity to get additional information to students.

**Wrap-up**

**Next Meeting**

June 2018

Meeting Adjourned at 11:30 AM