



To: Roger Miller, Russ Panico, Amy Louallen, Coty Dunten, Don Benthin, Rick Ives
From: Erin Macioce
Date: December 22, 2016
Re: Drug and Alcohol Abuse Prevention Plan Annual Review Minutes-June 20, 2016

Present: Miller, Panico, Louallen, Dunten, Benthin, Macioce

Absent: Ives

Call to Order at 11:23 am

Approval of Minutes from 2015 Meeting

Minutes from June 23, 2015 were approved as submitted.

Meeting minutes procedures

Suggested changes to format of minutes to align with KVCC's standard meeting minutes.

Process of approving minutes updated/clarified. 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

Miller read letter from Department of Education stating the Program Review is closed as of 3/24/2016.

Freedom of Information Act request was submitted for meeting minutes of annual review. Future requests go to Panico.

Business

DAAPP Statistics

- Fiscal Year (7/1/2015-6/30/2016)
 - Student Disciplinary Referrals (Reviewed by Student Relations Coordinator)
 - 2/2015- Possession of Alcohol on student-Student Relations Coordinator issued a warning-committee agrees actions were appropriate per DAAPP policy.
 - 10/14/2015-Marijuana offense-student plead guilty criminally, paid fines. Hold was placed on student's account and is currently not a student. Actions were appropriate per DAAPP policy
 - 3/3/2016-Marijuana residue found in wallet; Campus Safety investigated and no disciplinary action was taken, 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
- 10/15/2015-Tiffany Parker presented on Drug and Alcohol Abuse
- 10/21/2015- Wellness Expo for students and staff-Texas Township Campus
- 11/19/2015-American Cancer Society and KVCC Great American Smoke out
- Drug and Alcohol Abuse Modules for employees is still under review by this committee

Notification of DAAPP Policy

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

Review/Changes to current DAAPP policy

- To be reflected in the 2016 DAAPP policy
 - Update cover page from 2015 to 2016
 - In reviewing statistics there was an increase from 0-3 incidences in 2015. The committee has found no trends and believes the policy is working. Took note of increase. 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

- Dunten will reach out to local agencies regarding possible new trends or substances
- 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.
- 2016 Focus for publications around campus to be on e-cigarettes and dangers.

Wrap-up

- Clean up format of 2015 Meeting Minutes and submit to President Schlack for endorsement.
- Follow up from Dunten on resources and trends.
- Follow up with Ives on training modules.

Next Meeting

June 2017

Meeting Adjourned at 12:30pm