



WISCONSIN
INDIANHEAD
TECHNICAL
COLLEGE

Experience. Success.

**Wisconsin Indianhead Technical College
Biennial Review Report
2019**

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Introduction

As an accredited public postsecondary educational institution serving Northwest Wisconsin, Wisconsin Indianhead Technical College is committed to achieving our mission of “Learning First” by:

- Providing comprehensive programming to include certificates, diplomas, and associate degrees in occupational fields.
- Providing general studies courses to empower learners to become active and productive members of society.
- Providing support services to assist learners in achieving occupational, educational, and personal enrichment goals.
- Providing academic support to prepare learners for successful transition into employment or postsecondary programs.

One of 16 districts in the Wisconsin Technical College System, WITC began serving Northwest Wisconsin in 1912 in Superior, and now has locations in Ashland (since 1921), Rice Lake (1941), and New Richmond (1967). WITC also has outreach centers in Hayward and Ladysmith. The Administrative Office has been located in Shell Lake since 1973.

The WITC district encompasses 10,500 square miles with over 300,000 residents. Of the nearly 15,000 students served each year, 52 percent are female, 8 percent are ethnic minorities, and 74 percent are 20 years old or older. WITC offers a friendly and inclusive campus environment and has been identified as one of the few “military friendly campuses” within Wisconsin.

The College is accredited through the Academic Quality Improvement Program (AQIP) of the Higher Learning Commission (<https://www.hlcommission.org/>). The College offers a variety of associate degrees, technical diplomas, short-term certificate programs, continuing education courses, and customized business training designed to help start or advance a career.

Operating under the direction of the Board of Trustees and the state technical college system, the College generates its revenue through student tuition and other student fees, local government, state and federal aids, and institutional revenue. The WITC Foundation also supports the College with scholarships, staff development training, and equipment donations.

The College works closely with local businesses, other educational institutions, and government and service agencies to develop partnerships. The Career Prep initiative, interactive television (ITV) networks, the Northwest Wisconsin Manufacturing Outreach Center (NWMOC), and the local Workforce Investment Boards (WIB) are just a few examples of WITC’s collaboration for the benefit of its students and the community.

Local counseling, treatment, rehabilitation programs and services are available through each community. WITC does not provide these services. However, counselors, college health nurses and dean of students can refer students to these community resources. These staff are available at the four main campus locations and can be accessed by students from any location. Staff also have access to the services that are offered within each community.

Statement of AOD Program Goals and a Discussion of the Goal Achievement

The primary goals of the AOD program has been to provide prevention activities to educate and encourage students in their development to make healthy and wise choices regarding their alcohol and other drug choices.

Attainment of Goals Established for the 2019 Biennial Period

The primary goal for the 2019 Biennial period was to develop a Drug and Alcohol Abuse Prevention Program policy. This policy has been created and additional prevention and support goals have been established for the upcoming Biennial period.

Summary of AOD Program Strengths and Weaknesses

Historically, WITC has provided prevention programming on each campus throughout the academic year and has provided resources for students struggling with alcohol and drug issues. However, these prevention and intervention attempts were not tracked and not reviewed for effectiveness.

Recommendations for Revising AOD Program

Discussions need to ensue regarding AOD concerns and issues and how to best deliver specific programming to students. Materials need to be presented to participants in a manner that encourages interest and innovative programming needs to be explored as well. Outcomes need to be developed and funding needs to be identified for increased services.

Procedures for Distributing the Annual Drug and Alcohol Abuse Prevention Program Policy to Students and Employees

WITC uses email to distribute the annual Drug and Alcohol Abuse Prevention Program policy to students and staff on the first Monday of September and the first Monday of February. The Website will also house this information under the WITC Policies, Disclosures, Safety & Security page.

Additional notification for events and programming is sent via emails and through various Student Health, Student Life and Counseling Services campaigns conducted throughout the academic year, as well as during New Student Orientation. AODA information is also located on the student resources web page and are periodically updated with current information.

Programming Interventions That Target Individuals

Prevention Tabling: Campus health services provides informational tabling sessions to the campus community several times throughout the year on various related topics. Students are offered the information and the opportunity to connect with the college health nurse if desired.

Counseling: Campus counselors offer referrals to off campus AODA providers. WITC does not have an AODA practitioner on staff.

HR-EAP Services: WITC provides staff and faculty with an Employee Assistance Program to help address any AODA concerns.

Programs that Target the Student Body, As a Whole

Campus Health Services and Counseling Services: provide services designed to promote holistic health for students and the campus community through lunch and learns, etc. working collaboratively with student life.

Alcohol and Other Drug Awareness (AODA): provides tabling and information sessions addressing alcohol and other drugs. The national awareness weeks are observed.

Available Campus Services and Resources

Employees

Employee Assistance Program

<https://theconnection.mywilm.com/HR/HRCompBenefitAdmin/Employee%20Benefits/National%20Ins%20EAP%20Brochure.pdf>

[Employees can also utilize the resources listed below for students.](#)

Students

Local counseling, treatment, rehabilitation programs and services are available through each community. WITC does not provide these services. However, counselors, college health nurses and dean of students can refer students to these community resources. These staff are available at the four main campus locations and can be accessed by students from any location.

Ashland (Hayward Outreach Center)

Student Services 715.682.4591

Community resources are listed on the WITC website for self-service at the following link:

<https://www.witc.edu/currentstudents/ashland-counseling-resources>

New Richmond (Balsam Lake Outreach Center)

Student Services 715.246.6561

Community resources are listed on the WITC website for self-service at the following link:

<https://www.witc.edu/currentstudents/new-richmond-counseling-resources>

Rice Lake (Ladysmith Outreach Center)

Student Services 715.234.7082

Community resources are listed on the WITC website for self-service at the following link:

<https://www.witc.edu/currentstudents/ricelake-counseling-resources>

Superior

Student Services 715.394.6677

Community resources are listed on the WITC website for self-service at the following link:

<https://www.witc.edu/currentstudents/superior-counseling-resources>

Students and employees are encouraged to access the Substance Abuse and Mental Health Services Administration (SAMHSA) Treatment Locator, a confidential and anonymous source of information for persons seeking treatment facilities in the United States or U.S. Territories for substance abuse/addiction and/or mental health problems. To access this resource, visit <https://findtreatment.samhsa.gov/locator/home>.

Students and employees seeking information regarding Self-Help, Peer Support, and Consumer Groups related to addiction (such as Alcoholics Anonymous, Narcotics Anonymous, Marijuana Anonymous, and others) are encouraged to visit <https://findtreatment.samhsa.gov/locator/link-focSelfGP>.

Standard of Conduct for Drugs and Alcohol

WITC 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, Your 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 WITC campuses and other instructional sites as well as at all WITC 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 WITC-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 WITC 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 WITC property and in College publications. Advertising as 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 WITC property, while at other WITC instructional sites or while attending any WITC-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.

State of Wisconsin Legal Sanctions

Substantial restrictions against alcohol abuse exist in Wisconsin. It is against the law to possess or distribute alcohol to anyone who has not reached the legal drinking age of 21. There is a concurrent duty on the part of an adult to prevent the illegal consumption of alcohol on his/her premises, **Wis. Stats. 125.07**. Violation of this statute can result in a \$500 fine. It is against the law for an underage person to attempt to buy an alcoholic beverage, falsely represent his/her age or enter a licensed premise. Offenders can be fined \$500, ordered to participate in a supervised work program, and/or have their driver's license suspended. Harsher penalties exist for retailers of alcoholic beverages, including up to 90 days in jail and revocation of their retail liquor permit.

The laws of Wisconsin also prohibit drug possession and distribution through the **Uniform Controlled Substances Act, Wis. Stats. 961**, which mandates penalties of up to 30 years in prison and fines of up to \$1,000,000. A person with a first-time conviction for possession of a controlled substance can be sentenced up to one year in prison and fined up to \$5,000. Penalties vary according to the type and amount of drug confiscated, the number of previous offenses by the individual and whether the individual intended to manufacture, sell, or use the drug. In addition to the penalties for possession or delivery, sentences can be doubled when other offenses are involved, such as when a person distributes a controlled substance to a minor.

Federal Legal Sanctions

The federal government has recently revised the penalties against drug possession and trafficking through its Federal Sentencing Guidelines, which reduce the discretion that federal judges may use in sentencing offenders of federal drug statutes. Under these guidelines courts can sentence a person up to 6 years in prison for the unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams) of marijuana. A sentence of life imprisonment can result from a conviction of possession of a controlled substance that results in death or bodily injury. Possession of more than 5 grams of cocaine can trigger intent to distribute penalty of 10-16 years in prison, **United States Sentencing Guidelines 202.1(b)(1)**.

See specific federal trafficking penalties listed on tables below.

FEDERAL TRAFFICKING PENALTIES

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500-4999 grams mixture	First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	5 kgs or more mixture	First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
Cocaine Base (Schedule II)	28-279 grams mixture		280 grams or more mixture	
Fentanyl (Schedule II)	40-399 grams mixture		400 grams or more mixture	
Fentanyl Analogue (Schedule I)	10-99 grams mixture		100 grams or more mixture	
Heroin (Schedule I)	100-999 grams mixture		1 kg or more mixture	
LSD (Schedule I)	1-9 grams mixture	10 grams or more mixture	50 grams or more pure or 500 grams or more mixture	
Methamphetamine (Schedule II)	5-49 grams pure or 50-499 grams mixture		100 gm or more pure or 1 kg or more mixture	
PCP (Schedule II)	10-99 grams pure or 100-999 grams mixture			

PENALTIES		
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.
Flunitrazepam (Schedule IV)	1 gram	
Other Schedule III drugs	Any amount	First Offense: Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
Flunitrazepam (Schedule IV)	Other than 1 gram or more	
All Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.

FEDERAL TRAFFICKING PENALTIES—MARIJUANA

DRUG	QUANTITY	1st OFFENSE	2nd OFFENSE *
Marijuana (Schedule I)	1,000 kg or more marijuana mixture; or 1,000 or more marijuana plants	Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.	Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	100 kg to 999 kg marijuana mixture; or 100 to 999 marijuana plants	Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.	Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75million if other than an individual.
Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg marijuana mixture More than 1 kg of hashish oil; 50 to 99 marijuana plants	Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
Marijuana (Schedule I)	Less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants;	Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.
Hashish (Schedule I)	10 kg or less		
Hashish Oil (Schedule I)	1 kg or less		

*The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is a mandatory term of life imprisonment without release and a fine up to \$20 million if an individual and \$75 million if other than an individual.

Local Ordinance Sanctions

Ashland Campus

There are no local ordinances that supersede state sanctions.

New Richmond Campus

Sec. 6-1. - State statutes adopted.

The provisions of Wis. Stats. ch. 125 are hereby adopted by reference and made a part of this chapter as if fully set forth herein. Definitions in such chapter apply to this chapter.

(Code 1994, § 7-2-1)

Sec. 6-2. - Penalties.

(a) Forfeitures for violations of Wis. Stats. §§ 125.07(1)—(5) and 125.09(2), adopted by reference in Section 6-1, shall conform to the forfeiture penalty permitted to be imposed for violations of the comparable State statute, including any variations or increases for subsequent offenses.

(b) Any person who shall violate any provision of this chapter of the City, except as otherwise provided in Subsection (a) of this section or who shall conduct any activity or make any sale for which a license is required without a license, shall be guilty of an offense.

(Code 1994, § 7-2-40)

Rice Lake Campus

There are no local ordinances that supersede state sanctions.

Shell Lake District Office

There are no local ordinances that supersede state sanctions.

Superior Campus

Possession/Consumption of Alcohol Beverages by Underage Persons

SECTION IV. PENALTIES Any person violating Section III is subject to the following penalties: A. For a first violation a forfeiture of not less than \$100 nor more than \$200, and suspension of the person's operating privilege as provided under Section 343.30(6)(b)1., Stats. B. For a violation committed within 12 months of 1 previous violation, a forfeiture of not less than \$200 nor more than \$300, and suspension of the person's operating privilege as provided under Section 343.30(6)(b)2., Stats. C. For a violation committed within 12 months of 2 previous violations, a forfeiture of not less than \$300 nor more than \$500, and suspension of the person's operating privilege as provided under Section 343.30(6)(b)3., Stats. D. For a violation committed within 12 months of 3 or more previous violations, a forfeiture of not less than \$500 nor more than \$1,000, and suspension of the person's operating privilege as provided under Section 343.30(6)(b)3., Stats.

SECTION III. POSSESSION OF DRUG PARAPHERNALIA PROHIBITED No person may possess or attempt to possess drug paraphernalia as defined in Section II of this ordinance. SECTION IV. PENALTIES Any person violating Section III is subject to the following penalties: Chapter 4.33B, Page 80 A. For a first violation a forfeiture of not less than \$150 nor more than \$250. B. For a second violation a forfeiture of not less than \$250 nor more than \$350. C. For a third or subsequent violation, a forfeiture of not less than \$350 nor more than \$500.

SECTION III. POSSESSION OF MARIJUANA PROHIBITED No person may possess or attempt to possess 25 grams or less of marijuana as defined in Section II., unless: A. The person obtains the marijuana directly from, or pursuant to, a valid prescription or order of a physician or other practitioner who is licensed, registered, certified or otherwise permitted to prescribe a controlled substance, and who is acting in the course of his or her professional practice. B The person is otherwise authorized by Wisconsin Statute to possess marijuana. Chapter 4.33A, Page 78 SECTION IV. PENALTIES Any person violating Section III is subject to a forfeiture of up to \$1000.

Balsam Lake Outreach Center

240-9 Violations and Penalties

Except as otherwise provided, any person who shall violate any provision of this chapter shall be subject to a penalty as provided in Chapter [1](#), § [1-4](#), of this Code. In addition to any penalty imposed for violation of §.943.01(1), Wis. Stats., any person who shall cause physical damage to or destroy any public property shall be liable for the costs of replacing or repairing such damaged or destroyed property. The parent or parents of any unemancipated minor child who violates § 943.01(1), Wis. Stats., may also be held liable for the cost of repairing such damaged or destroyed property in accordance with § 895.035, Wis. Stats.

The following statutes defining offenses against the peace and good order of the state are adopted by reference to define offenses against the peace and good order of the Village of Balsam Lake, provided the penalty for commission of such offenses hereunder shall be limited to a forfeiture imposed under Chapter [1](#), § [1-4](#), of this Code. All adopted statutes shall include any updates as set forth by the state.

240-1 Offenses Against State Laws Subject to Forfeiture

125.07(4)(a) Underage drinking violations - procures or attempts to procure

125.07(4)(b) Underage drinking violations - possesses or consumes

346.935(1) Drink alcohol or inhale nitrous oxide in motor vehicle on highway

346.935(2) Possess alcohol beverage or nitrous oxide with seal broken, opened or contents partially missing in a motor vehicle on highway

Hayward Outreach Center

There are no local ordinances that supersede state sanctions.

Ladysmith Outreach Center

SEC. 11-4-4 UNDERAGE PERSONS; PROHIBITIONS; PENALTIES. (a) Any underage person who does any of the following is guilty of a violation: Title 11 Offenses Involving Alcoholic Beverages 330 (1) Procures or attempts to procure alcohol beverages. (2) Knowingly possesses or consumes intoxicating liquor. (3) Enters or is on licensed premises in violation of Section 11-4-3(a). (4) Falsely represents his or her age for the purpose of receiving alcohol beverages from a licensee or permittee. (5) Intentionally carries an official identification card not legally issued to him or her, an official identification card obtained under false pretenses or an official identification card which has been altered or duplicated to convey false information. (6) Makes, alters or duplicates an official identification card. (7) Presents false information to an issuing officer in applying for an official identification. (8) Intentionally carries an identification card or other documentation showing that the person has attained the legal drinking age, with knowledge that the documentation is false. (9) Provides to another underage person an official identification card or other documentation purporting to show that the other underage person has attained the legal drinking age, with knowledge that the documentation is false. (b) Any underage person not accompanied by his or her parent, guardian or spouse who has attained the legal drinking age who knowingly possesses or consumes fermented malt beverage is guilty of a violation. (c) Any person violating Subsections (a) or (b) is subject to the following penalties: (1) For a first violation, a forfeiture of not more than Fifty Dollars (\$50.00), suspension of the person's operating privilege as provided under Sec. 343.30(6)(b)l, Wis. Stats., participation in a supervised work program under Subsection (d) or any combination of these penalties. (2) For a violation committed within twelve (12) months of a previous violation, either a forfeiture of not more than One Hundred Dollars (\$100.00), suspension of the person's operating privilege as provided under Sec. 343.30(6)(b)2, Wis. Stats., participation in a supervised work program under Subsection (d) or any combination of these penalties. (3) For a violation committed within twelve (12) months of two (2) or more previous violations, either a forfeiture of not more than One Hundred Fifty Dollars (\$150.00), revocation of the person's operating privilege under Sec. 343.30(6)(b)3, Wis.

Stats., participation in a supervised work program under Subsection (d) or any combination of these penalties. (d) (1) If the Court orders a person to participate in a supervised work program under Subsection (d), the Court shall set standards for the program within the budgetary limits established by the Common Council. The program may provide the person with reasonable compensation reflecting the market value performed, or it may consist of uncompensated community service work and shall be administered by the County Department of Social Services or a community agency approved by the court. (2) The supervised work program shall be of a constructive nature designed to promote the person's rehabilitation, shall be appropriate to the person's age level and physical ability and shall be combined with counseling from an agency staff member or other qualified person. The program may not conflict with the person's regular attendance at school. The amount of work required shall be reasonably related to the seriousness of the person's offense. (e) When a court revokes or suspends a person's operating privilege under Subsection (c), the Department of Transportation may not disclose information concerning or relating to the revocation or suspension to any person other than a court official, district attorney, county corporation counsel, city, village, or town attorney, law enforcement agency or the person whose operating privilege is revoked or suspended. A person entitled to receive information under this paragraph may not disclose the information to any other person or agency. (f) A person who is under eighteen (18) years of age on the date of disposition is subject to Sec. 938.344, Wis. Stats., unless proceedings have been instituted against the person in a court of civil or criminal justice after dismissal of the citation under Sec. 938.344(3), Wis. Stats. (g) Subsections (a) and (b) do not prohibit an underage person employed by a licensee or permittee from possessing fermented malt beverages during the brewing process or for sale or delivery to customers. Title 11 Offenses Involving Alcoholic Beverages 331 (h) Subsections (a) and (b) do not prohibit an underage person employed by a brewery, a winery or a facility for the rectifying or manufacture of intoxicating liquor or the production of fuel alcohol from possessing alcohol beverages during regular working hours and in the course of employment.

College Sanctions

Employees

An employee found to be in violation of the Drug-Free Workplace policy and/or the Drug Abuse and Alcohol Prevention Program policy will be subject to discipline and penalties up to and including termination and referral to local law enforcement. 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. Disciplinary action will be taken as soon as is administratively possible from when WITC learns that a conviction or violation has occurred, however, a conviction is not required for the College to take appropriate disciplinary action.

Students

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.

The College may impose the following sanctions upon any student found to have violated the Student Code of Conduct:

1. Warning: Notice in writing to the student that the student has violated one or more of the Student Code of Conduct rules and regulations.

2. **Written Reprimand:** Written notice to be recorded in the student's disciplinary record documenting the student's violation of one or more of the Student Code of Conduct rules.
3. **Probation:** A written reprimand recorded in the student's disciplinary record for violation of specified regulations that includes placement of student on probation. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
4. **Social Probation:** Social probation is an official student status issued by the administration to censure serious infraction of school regulations. Students on social probation will not be permitted to hold any office in a school recognized organization and will be relegated to an inactive status in all school activities. Social probation status can be assigned to student organizations whose members violate College policies and conduct codes. School organizations on social probation will not be allowed to conduct business meetings and will not be allowed to function as an authorized organization while on social probation. Any conduct in violation of the Student Code of Conduct while currently on probationary status, may result in the imposition of a more serious disciplinary sanction.
5. **Discretionary Sanctions:** Work assignments, essays, service to the College, or other related discretionary assignments.
6. **Interim Suspension:** The immediate and temporary removal of the student from part or all of the campus following behaviors or threats which constitute an immediate danger to the physical safety and well-being of the student and/or any other campus or community members, destruction of property, or the substantial disruptions of classroom or campus activities. Action to immediately remove the student from the classroom (interim suspension) may be taken by the classroom faculty. Action to remove the student from all classrooms and the campus (campus interim suspension) may be taken only by deans, managers, campus administrator or the campus administrator's designee. At the time of the interim suspension directive, the student shall receive verbal and written notice of the pending charges against him/her.
 - a. During the interim suspension, the student may be denied access to the residence halls and/or to the campus (including classes) and/or all other College activities or privileges for which the student might otherwise be eligible, as the Dean of Students may determine to be appropriate.
 - b. The interim suspension does not replace the regular process, which shall proceed up to and through an investigation by the Dean of Students and determination of sanctions.
7. **Suspension:** Termination from classes and/or other privileges or activities for a period not to exceed the current term plus one full academic term. Suspension represents an official student status issued by the administration whereby the student is involuntarily removed from an activity and/or withdrawn from the College. When a student is suspended during a term, the student's tuition is forfeited. A student will be suspended for serious or repeated violations of school rules and regulations as defined in the WITC Student Code of Conduct. A student may be prohibited from entrance to a WITC facility during this period. Conditions for readmission may be specified.
8. **Voluntary Withdrawal Agreement:** In certain cases where the student's behavior and continued enrollment may adversely affect his or her well-being, the College and the student may agree to discontinue the student's attendance at WITC for a specified amount of time and agree to conditions for

readmittance to the College. In such instances, the Dean of Students and the student will sign a written withdrawal agreement detailing the terms and conditions of the withdrawal and readmission.

9. **Expulsion:** Expulsion represents an official student status whereby the student is involuntarily barred from the College and from all College facilities and College-sponsored events for a defined period not less than one academic term. The student will be expelled for serious or repeated violations of considerable magnitude of school rules and regulations as defined in the WITC Student Code of Conduct. When a student is expelled during a term, the student's tuition is forfeited. A student shall be prohibited from entrance to a WITC facility during the period of expulsion.
10. **Restitution of Damages:** When deemed appropriate, the Dean of Students may require restitution for damages done or other payment for expenses incurred as a result of the student's actions. Restitution may be required to the College, a specific department, or a specific individual. This may take the form of appropriate service and/or monetary or material replacement. Failure to comply may result in further sanctions.
11. **Revocation of Admission and/or Degree:** Admission to or a degree awarded from the College may be revoked for fraud, misrepresentation, or other violation of College standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
12. **Withholding Degree:** The College may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Code of Conduct, including the completion of all sanctions imposed, if any.
13. **Readmission:** A suspended or expelled student may not enroll in the College for the duration of the suspension or expulsion. In order to be re-enrolled, the student must formally reapply to the College and submit a written request to the Dean of Students.
14. **Repeat Violations:** In the case of repeated violations or violation in deliberate disregard of a specific warning, the student will be subject to more serious sanctions than would otherwise be the case. A prior disciplinary record is never relevant in determining the facts of an incident, but once the facts have been established, it may be relevant in determining the appropriate sanction.

Summary of Health Effects of Drug and Alcohol Use

Health Risks of Drug Use

The information in this section is taken from the U.S. Department of Justice's 2017 publication "Drugs of Abuse." Students and employees are strongly encouraged to review this publication for more detailed information regarding the health risks associated with alcohol and illicit drug use and abuse. The full publication is available online at: https://www.dea.gov/sites/default/files/2018-06/drug_of_abuse.pdf

The *Controlled Substances Act* (CSA) places all substances, which were in some manner regulated under existing federal law into one of five schedules. This placement is based upon the substance's medical use, potential for abuse, and safety or dependence liability. A description of each schedule is included below:

Schedule I

- The drug or other substance has a high potential for abuse.
- The drug or other substance has no currently accepted medical use in treatment in the United States.
- There is a lack of accepted safety for use of the drug or other substance under medical supervision.

- Examples of Schedule I substances include heroin, gamma hydroxybutyric acid (GHB), lysergic acid diethylamide (LSD), marijuana, and methaqualone.

Schedule II

- The drug or other substance has a high potential for abuse.
- The drug or other substance has a currently accepted medical use in treatment in the United States or a currently accepted medical use with severe restrictions.
- Abuse of the drug or other substance may lead to severe psychological or physical dependence.
- Examples of Schedule II substances include morphine, phencyclidine (PCP), cocaine, methadone, hydrocodone, fentanyl, and methamphetamine.
- (PCP), cocaine, methadone, hydrocodone, fentanyl, and methamphetamine.

Schedule III

- The drug or other substance has less potential for abuse than the drugs or other substances in Schedules I and II.
- The drug or other substance has a currently accepted medical use in treatment in the United States.
- Abuse of the drug or other substance may lead to moderate or low physical dependence or high psychological dependence.
- Anabolic steroids, codeine products with aspirin or Tylenol, and some barbiturates are examples of Schedule III substances.

Schedule IV

- The drug or other substance has a low potential for abuse relative to the drugs or other substances in Schedule III.
- The drug or other substance has a currently accepted medical use in treatment in the United States.
- Abuse of the drug or other substance may lead to limited physical dependence or psychological dependence relative to the drugs or other substances in Schedule III.
- Examples of drugs included in Schedule IV are alprazolam, clonazepam, and diazepam.

Schedule V

- The drug or other substance has a low potential for abuse relative to the drugs or other substances in Schedule IV.
- The drug or other substance has a currently accepted medical use in treatment in the United States.
- Abuse of the drug or other substances may lead to limited physical dependence or psychological dependence relative to the drugs or other substances in Schedule IV.
- Cough medicines with codeine are examples of Schedule V drugs.

The Controlled Substances Act (CSA) regulates five classes of drugs:

- Narcotics,
- Depressants,
- Stimulants,
- Hallucinogens and
- Anabolic steroids.

Each class has distinguishing properties, and drugs within each class often produce similar effects. However, all controlled substances, regardless of class, share a number of common features. This introduction will familiarize you with these shared features and define the terms frequently associated with these drugs.

All controlled substances have abuse potential or are immediate precursors to substances with abuse potential. With the exception of anabolic steroids, controlled substances are abused to alter mood, thought, and feeling through their actions on the central nervous system (brain and spinal cord). Some of these drugs alleviate pain, anxiety, or depression. Some induce sleep and others energize.

Though some controlled substances are therapeutically useful, the “feel good” effects of these drugs contribute to their abuse. The extent to which a substance is reliably capable of producing intensely pleasurable feelings (euphoria) increases the likelihood of that substance being abused. Information from the National Institute on Drug Abuse describes the physical and psychological effects of drug abuse as follows:

Cannabis (Marijuana, Hashish)

Psychologically addictive; increased risk of lung cancer, bronchitis, and emphysema; contributes to heart disease, fatigue, paranoia, possible psychosis; withdrawal symptoms including insomnia, hyperactivity and decreased appetite; depression of the immune system; decreased sperm count in men and irregular ovulation in women.

Stimulants (Cocaine, Crack, Amphetamines, Methamphetamine)

Psychologically and physically addictive; withdrawal symptoms, convulsions, respiratory failure, frequent accidents; increased blood pressure which can lead to irregular heartbeat and death; possible damage to unborn fetus.

Depressants (Barbiturates, Tranquilizers)

Psychologically and physically addictive; drowsiness, withdrawal symptoms, tremors, abdominal and muscle cramps, insomnia, anxiety, convulsions, possible death; possible damage to unborn fetus; potentially fatal when combined with alcohol.

Hallucinogens (LSD, PCP, Ecstasy, Psilocybin)

Psychologically addictive, unpredictable behavior, depression, withdrawal symptoms, convulsions, death, possible damage to unborn fetus.

Inhalants (Glue, Gasoline, Paint, Aerosols)

Psychologically and physically addictive; blurred vision; damage to lungs, liver, kidneys and bone marrow; anemia, choking, suffocation, death.

Narcotics (Heroin, Codeine, Darvon, Morphine, Vicodin, OxyContin, Synthetic Opiates)

Psychologically and physically addictive; depression, withdrawal symptoms, convulsions, coma and death; possible damage to unborn fetus.

Tobacco (All Forms)

Mouth, Larynx and Esophagus: Smokers have three times as many cavities as non-smokers. Tobacco, both smoked and smokeless, is the leading cause of cancers of the cheeks, gums, palate, tongue and lips. Smokers lose their teeth at a rate three times greater than nonsmokers do. A one pack-a-day smoker increases their chances of cancer of the esophagus by as much as 500%.

Stomach and Heart: Peptic ulcers are twice as high in smokers as nonsmokers. Nicotine from any source causes secretion of excessive amounts of gastric acids, and delays healing of ulcers. Nicotine is a powerful constrictor of the small arteries. Insufficient oxygen supply to the heart is a cause of heart attacks.

Pancreas, Bladder, and Kidneys: Smokers have a 100% increased risk of developing cancer of the pancreas, three times the risk of bladder cancer, and a 50% greater risk of kidney cancer. Carcinogens absorbed from cigarette smoke and smokeless tobacco can concentrate and be excreted in the urine. The bladder and the kidneys are in constant contact with these cancer-causing chemicals.

Bronchial Tubes and Lungs: Smoking causes the lungs and bronchial tubes to be inflamed and congested. Chronic bronchitis predisposes smokers to emphysema, an incurable lung disease. Emphysema is characterized by stretching and breaking of the tiny air sacs of the lungs, making them useless for breathing. Cigarette smokers are ten times more likely to die of lung cancer than nonsmokers.

Reproduction: Smoking more than a half pack daily is associated with higher incidence of infertility in women. Babies born to women who smoke can cause a baby to be born too early and have a low birth weight than those born to nonsmokers. This is important because birth weight is a predictor of infant health. Women who take birth control pills and who smoke are at greater risk of cancer.

Brain: A combination of high blood pressure and smoking is associated with stroke, the third leading cause of death in the U.S. Nicotine from any source constricts blood vessels and restricts oxygen supply.

Drug use can have a wide range of short and long term effects on your overall health. For further information on the health risks associated with drug use, please visit: <https://www.drugabuse.gov/related-topics/health-consequences-drug-misuse>

Health Risks of Alcohol Abuse

The consequences associated with alcohol abuse among college students are far reaching. According to a publication from the Task Force of the National Advisory Council on Alcohol Abuse and Alcoholism “Excessive drinking among college students is associated with a variety of negative consequences that include: fatal and nonfatal injuries; alcohol poisoning; blackouts; academic failure; violence, including rape and assault; unintended pregnancy; sexually transmitted diseases, including HIV/AIDS; property damage; and vocational and criminal consequences that could jeopardize future job prospects death; and death by suicide. In addition, college students who drink to excess may miss opportunities to participate in the social, athletic, and cultural activities that are part of college life.”¹

The Centers for Disease Control and Prevention identifies the following short-term and long-term health risks related to alcohol use and abuse:

Short-Term Health Risks

Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These are most often the result of binge drinking and include the following:

- Injuries, such as motor vehicle crashes, falls, drownings, and burns.
- Violence, including homicide, suicide, sexual assault, and intimate partner violence.
- Alcohol poisoning, a medical emergency that results from high blood alcohol levels.
- Risky sexual behaviors, including unprotected sex or sex with multiple partners. These behaviors can result in unintended pregnancy or sexually transmitted diseases, including HIV.

- Miscarriage and stillbirth or fetal alcohol spectrum disorders (FASDs) among pregnant women.

Long-Term Health Risks

The Centers for Disease Control and Prevention (CDC) states that over time, excessive alcohol use can lead to the development of chronic diseases and other serious problems including:

- High blood pressure, heart disease, stroke, liver disease, and digestive problems.
- Cancer of the breast, mouth, throat, esophagus, liver, and colon.
- Learning and memory problems, including dementia and poor school performance.
- Mental health problems, including depression and anxiety.
- Social problems, including lost productivity, family problems, and unemployment.
- Alcohol dependence, or alcoholism.

By not drinking too much, you can reduce the risk of these long-term health risks.

Based on research conducted by the National Institute on Alcohol Abuse and Alcoholism, alcohol is psychologically and physically addictive; respiratory depression; depression of the immune system; increased risk of heart disease, cancer, accidents, hypertension; brain damage to unborn fetus; impotence at high dosage levels. Specific effects include:

Brain: The most dramatic and noticed effect alcohol has is on the brain. It produces lack of coordination, confusion, disorientation, stupor, anesthesia, coma, and finally death.

Liver: Alcohol inflames and destroys the cells of the liver. This condition prevents bile from being properly filtered through the liver. Jaundice develops, turning the whites of the eyes and the skin yellow.

Heart: Alcohol causes inflammation of the heart muscle.

Pancreas: Alcohol irritates the cells of the pancreas and can lead to acute hemorrhagic pancreatitis. Pancreatitis can destroy the pancreas and create a lack of insulin.

Stomach and Intestines: Alcohol also irritates the stomach's protective lining and can result in gastric or duodenal ulcers. In the small intestine, alcohol blocks absorption of substances such as thiamine, folic acid, vitamin B1, vitamin B12, and amino acids.

For further information on the health risks associated with alcohol use, please visit:

<https://www.niaaa.nih.gov/alcohol-health/alphabets-effects-body>

Educational Consequences of Alcohol and Other Drug Abuse

There are numerous educational consequences associated with alcohol and other drug abuse. According to the National Institute of Health, about 25 percent of college students report academic consequences of their drinking, including missing class, falling behind, doing poorly on exams or papers, and receiving lower grades. A post-college study found binge drinking in college to be associated with academic attrition, early departure from college, and lower earnings in post-college employment.

Additionally, a study by Sullivan & Risler (2002) found that college students who used marijuana were more likely to put themselves in physical danger when under the influence, experience concentration problems, and miss class. "Substance misuse among college students has frequent and severe negative consequences. These consequences include violent and sometimes fatal effects. Much of the research on the consequences of college student substance misuse focuses on alcohol".

Alcohol use also plays a large role in sex-related harm among college students. College students are more likely to engage in unprotected sex when drunk or high and are more likely to engage in sexual activity with someone they just met. In a study of undergraduates, 42 percent reported engaging in unplanned sexual activity in the past year as a result of their alcohol use. Each year, an estimated 97,000 college students are victims of alcohol-related sexual assault that includes rape as well as forced touching or kissing. Sexual assault often is linked to substance use by victims as well as by perpetrators.

Additional Resources

- [Alcohol Screening](#) – Generate personalized results based on your answers
- [College Drinking](#) – Resource for comprehensive research-based information on issues related to alcohol abuse and binge drinking among college students
- [National Institute on Alcohol Abuse and Alcoholism](#)
- [Cocaine Anonymous World Services](#)
- [Physician's Desk Reference](#) – Resource for information on prescription and non-prescription medicines

Goals for the 2018-2020 Biennial Period

Employees

- 1) To expand resources on the website to provide further accessibility and information to employees

Students

- 1) Provide prevention programming at each campus
 - a. College Health Nurse will provide prevention programming once a term
 - b. College Health Nurse will report back on offerings
- 2) Develop Drug Abuse and Alcohol resources for each campus
 - a. College Health Nurse will research resources available in the community
 - b. College Health Nurse will share resources with counselors
 - c. Update College website pdf with resources for each campus
- 3) Enhance communication through automation with every unassigned student regarding prevention and resources
 - a. Designated staff will work with IT to develop CRM process for communication to all unassigned students

Goals 2020-2022

- 1) Create partnerships within the community to address DAAPP
- 2) Engage the greater college community in addressing AOD issues

