

GRACE COLLEGE

ΧΑΡΙΣ

## Grace College and Seminary

Drug-Free Schools and Communities: National Model



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**Certification Statement**

**Drug-Free Schools and Communities Act (DFSC)  
Alcohol and Other Drug (AOD) Report  
Biennial Program Review**

I have reviewed the Grace College and Seminary *Biennial Report for Alcohol and Other Drug Abuse Prevention Program* as federally mandated by the Drug-Free Schools and Communities Act of 1989 and subsequent legislation for institutions of higher education that receive any form of financial assistance under any federal program, including the federally-funded or

guaranteed student loan program.

Grace has adopted and implemented policies, a milieu, and lifestyle expectations to prevent



Dr. Drew Flamm, President  
Grace College and Seminar

2/27/2023

Date

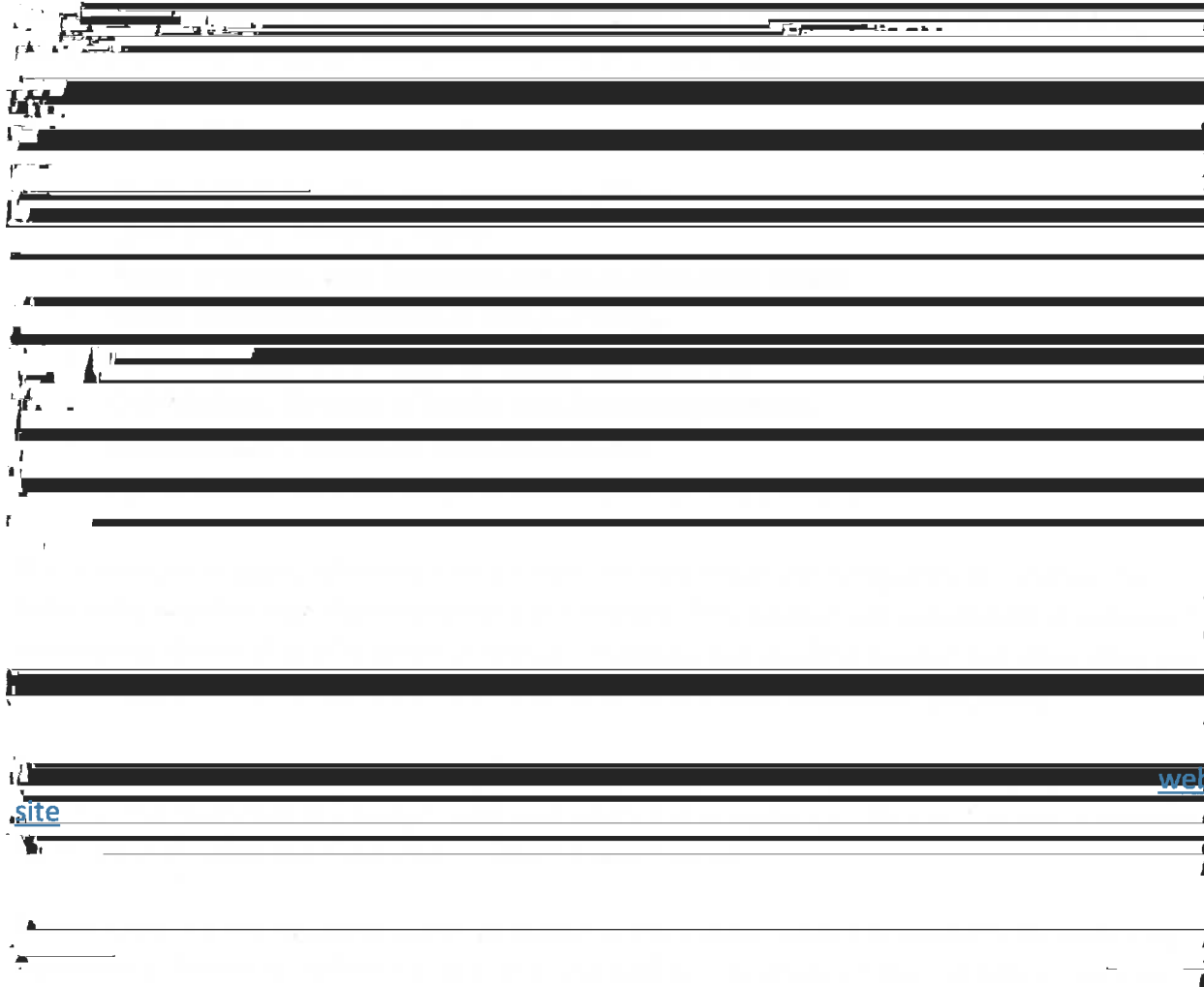
## INTRODUCTION

Grace College and Seminary, including all locations it operates, is an alcohol, tobacco, and

### [Appendix A](#)

## BIENNIAL REVIEW PROCESS

In compliance with the Drug-Free Schools and Communities Act of 1989, Grace College



[site](#)

[web](#)

## ANNUAL POLICY DISTRIBUTION

Grace College maintains student and employee policies related to alcohol and other drugs, and the athletic department has an addendum to the student policy for student athletes. The

[Appendix B](#)

[website](#)

student and employee

[normative](#)

[addendum](#)

[Student Right to Know page](#)

**Employee Policy**

New employees are assigned the *Drug-Free Workplace* online training at the time of hire.

[website](#)

**Appendix D**

**AOD PREVALENCE RATE, INCIDENCE RATE, NEEDS ASSESSMENT AND TREND DATA**

[website](#)

**GRACE COLLEGE AND SEMINARY  
ALCOHOL AND DRUG-RELATED OFFENSES**

**WINONA LAKE CAMPUS**

<b>OFFENSE</b>	<b>YEAR</b>	<b>On-campus Property</b>	<b>On-Campus Student Housing</b>	<b>Non-campus Property</b>	<b>Public Property</b>	<b>TOTAL</b>
Liquor Law Violation/Arrests	2022	0	0	0	0	0
	2021	4	4	0	0	4
Drug Law Violation/Arrests	2022	0	0	0	0	0
	2021	1	1	0	0	1
Liquor Law Disciplinary Referrals	2022	10	5	0	0	10
	2021	0	0	0	0	0
Drug Law Disciplinary Referrals	2022	0	0	0	0	0
	2021	0	0	0	0	0

*Note: On-campus student housing is also included in the on-campus property data. Law violations are also included in disciplinary referrals. Law violations not occurring within Grace's Campus community are not included in the data.*



# GRACE COLLEGE AND SEMINARY

## ALCOHOL AND DRUG-RELATED SANCTIONS FOR THE WINONA LAKE CAMPUS

Year	Probation	Short-term (1-5 day) suspension	Long-term suspension/Dismissal
2022	2	0	0
2021	N/A*	6	0

3<sup>rd</sup> Millennium

### ***Employee Conduct and Sanctions***

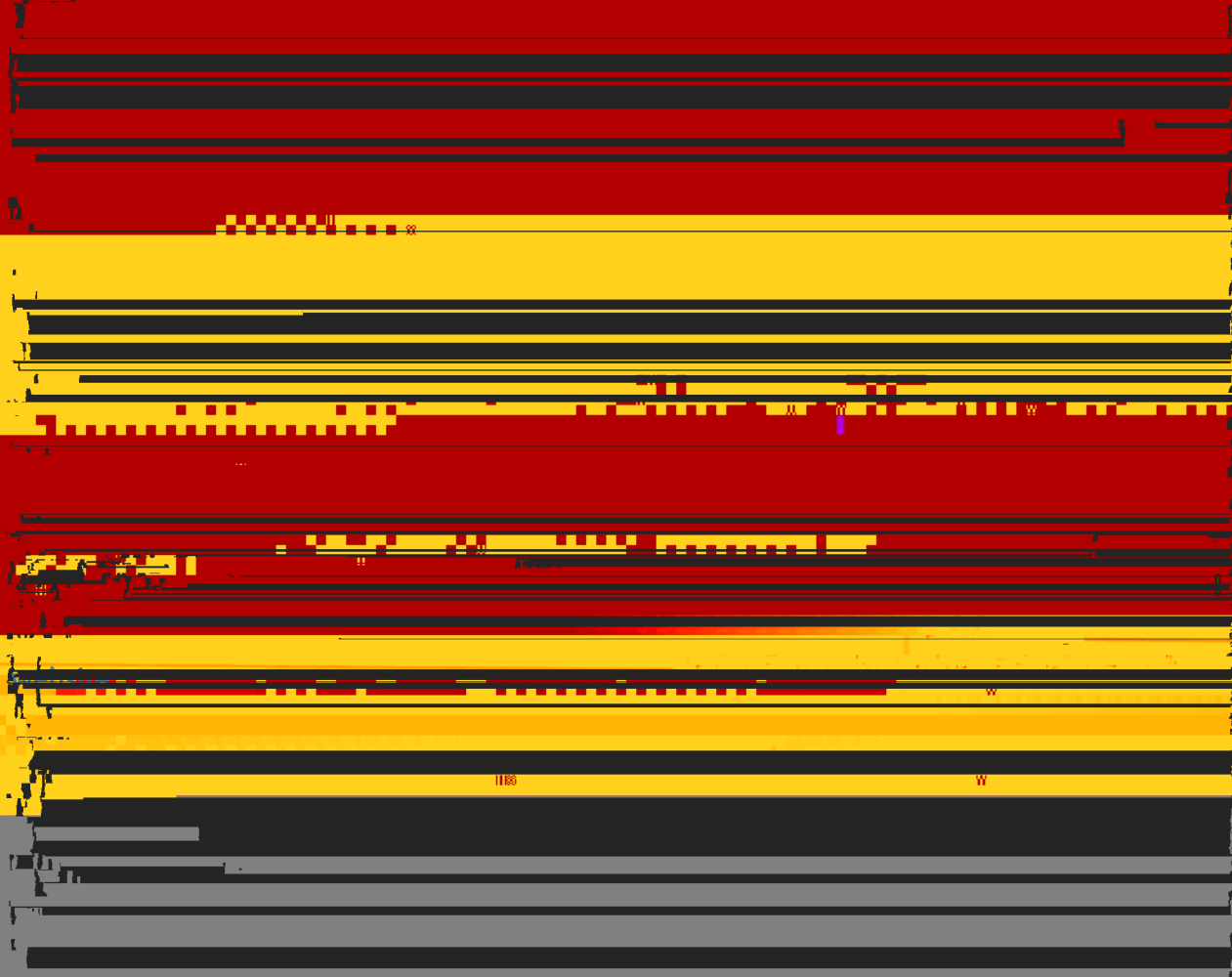
There were no employees disciplined or sanctioned for alcohol or other drug violations during the 2021/2022 review period.

### **AOD POLICY ENFORCEMENT & COMPLIANCE INVENTORY RELATED QUESTIONS**

The following policies are included as appendices in this *Biennial Review*:

1. Alcohol, Tobacco, and Substance Abuse and Use student policy ([Appendix B](#))
2. Athletic Department addendum ([Appendix C](#))
3. Alcohol and Drug Abuse employee policy ([Appendix D](#))
4. Community Lifestyle Expectations (for students as an example) ([Appendix E](#))

The student alcohol and substance abuse policy is reviewed annually by student affairs staff and updated as needed. It is administered by student affairs in consultation with the president.



The Title IX Coordinator monitors all Title IX cases for those involving alcohol or drug use by either the Complainant or Respondent. Over the past eight years, there have been very few reports of alcohol or drug-related sexual misconduct involving a Grace student when that information could be determined.

*Resident assistants (student employees) and resident directors (staff employees) are responsible for monitoring and reporting any alcohol or drug use by students in their residence halls. The Title IX Coordinator receives reports from these staff members regarding any alcohol or drug use by students in their residence halls. Over the past eight years, there have been very few reports of alcohol or drug-related sexual misconduct involving a Grace student when that information could be determined.*

Appendix E

**AOD PROGRAM ELEMENTS**

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\*\*\*\*\*

Grace recognizes the high-risk behavior associated with substance use. Creating a common

understanding of "normal" and, therefore, reducing this level of risk acceptance on the Grace campus is instrumental for its successful alcohol and drug prevention effort.

As a Christ-centered community of higher education, Grace University is committed to providing a

[Campus Health and Safety](#)

- 9. Events held in Grace facilities
- 10. Lancer and other campus visit days
- 11. Welcome Weekend
- 12. Student housing, student activities, and other campus events

- 13. Student career fairs
- 14. Student clubs, activities, and government
- 15. Staff and faculty retreats, inservices, and professional development days

Grace does not have Greek life as part of its campus experience nor does it have bars or alcohol

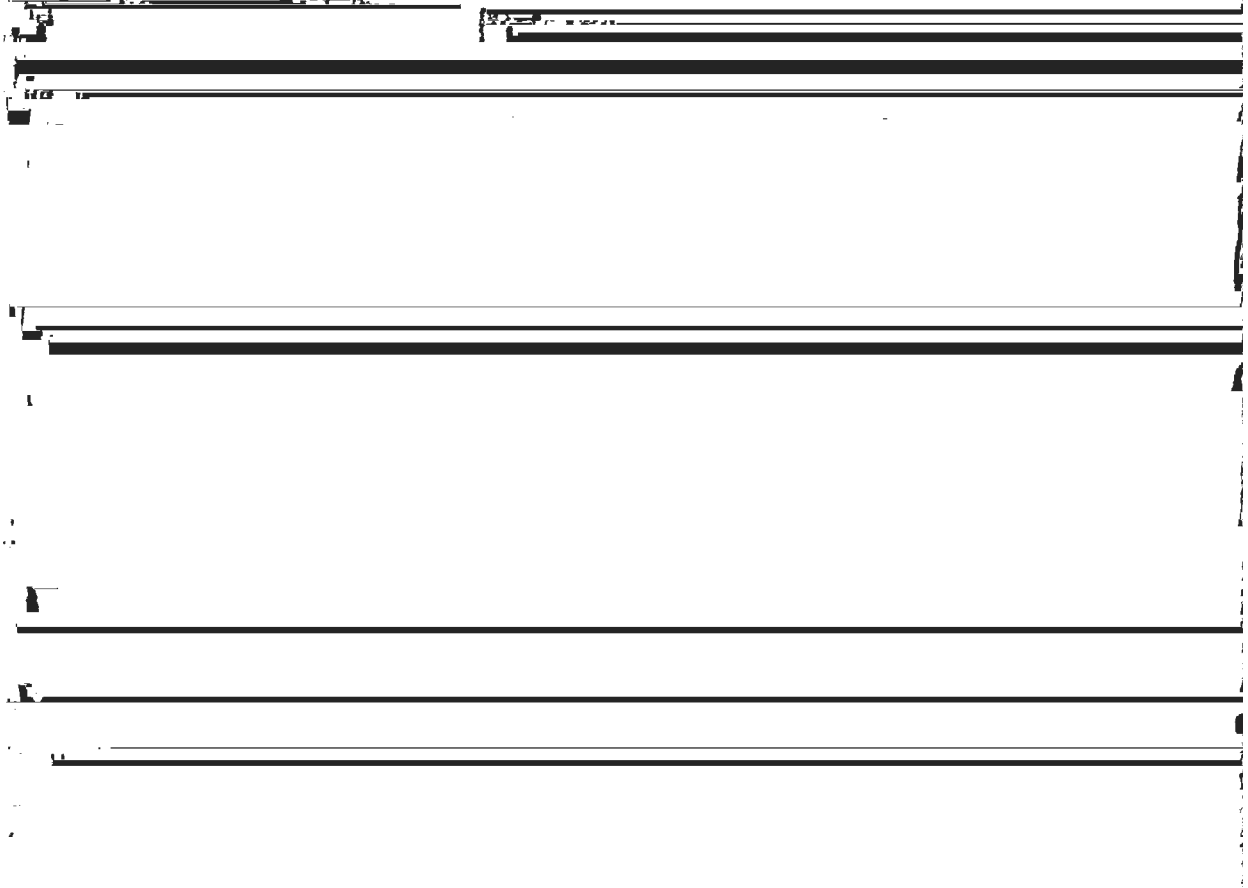
service on or directly connected to the campus.

The facilities on the Grace campus are alcohol, drug, and tobacco free, including those rented

3<sup>rd</sup> Millennium Classrooms

by third parties and those accessible to visitors. These spaces include indoor and outdoor

7. Website publication of the student, employee, and athlete AOD policies.



9. Training for residence life staff in drug recognition by the Winona Lake Police Department officers.

**Normative Environment**

1. *Community lifestyle and milieu experiences*

The Grace campus is an alcohol-free environment that supports pro-social norms through its social, academic, and residential programming.

- a. Chapel is required for all students three days per week. Chapel topics may relate to holiness, sanctification, and spiritual disciplines – all of which promote the spiritual development and transformation Grace desires of its students. Speakers may share their personal experiences with mental health, alcohol and/or drug abuse, and their



m. Grace's membership in athletic associations in which peer institutions share a similar identity and community/lifestyle expectations and, therefore, similar alcohol and

drug-free campuses.

n. Volunteer and community service promoted through and valued by student affairs.

o. Events and activities for students held several times a week that are held on

wellness initiatives

## Wellness Programs and Initiatives

### Initiatives

full-time staff person, a graduate assistant, and about 30 student employees oversee this programming, including campus-wide activities (new student orientation, the Joust, Homecoming) and other activities such as intramural sports, social activities, concerts, performance opportunities.

- j. Mental health and wellness resources and information are published weekly in student and employee newsletters.

- k. Periodic nutrition workshops for employees, which can include discussion about alcohol use.
- l. Nutrition workshop for student athletes in 2022 for improved performance.

3. *Admissions processes*

- a. Admissions counselors and student ambassadors are trained regarding Grace's Christ-centered culture, campus safety, and employee culture.

[page](#)

[PreUnion](#)



### Athletics Direct Program Interventions

1. An athlete-specific [policy](#) about alcohol, tobacco, and substance use violations that is in addition to the general student policy.



[code of ethics](#)

Student Right to Know page

substance related).

8. The campus post office policy regarding the receipt or identification of suspicious packages, which can include the mailing of contraband or prohibited substances to students on campus.
9. The institution publishes its crime statistics and makes it publicly available on its website

Similar, but not the same, questions were included. Although no comparison data was available for benchmark groups or national norms with the 2022 survey, the 2021 survey did include

[REDACTED]

**2022<sup>1</sup>**

<b>Alcohol Use</b>	<b>%<sup>2</sup></b>
Never	80.4
Less than monthly	14.3
2-4 times per month	4.8
2-3 times per week	.4
Daily	--

<sup>1</sup>Total participants = 99. Not all participants answered every question.

<sup>2</sup>Represents responses to the question: "How often do you drink alcohol?"

[REDACTED]

*containing alcohol?*

Participant demographics for the CH... state

[REDACTED]

As part of its MOU with the WLPD, drug recognition training is provided to college residence life staff by the WLPD. This was not conducted in 2021 but occurred in 2022. The MR/D

**2021/2022 GOAL ACHIEVEMENT**

4. **GOAL #4:** The Grace Health and Counseling Center staff will receive continuing education training specific to alcohol, drug use, and the mental health of Grace students during the

21\_\_\_\_\_/22 and 22/23 academic years.

**Goal met:** In 2021, the nurse and director of counseling completed drug and alcohol training themselves. In 2022, this training was expanded to the entire clinical team and

interns.

5. **GOAL #5:** Human resources will coordinate and implement supervisor/manager training to identify and address reasonable suspicion of use in the workplace.

**Goal not met:** This goal was not met and will be addressed as a goal in the next biennial review

#### **SUMMARY OF STRENGTHS AND WEAKNESSES**

6. **GOAL #6:** Human Resources will implement an onboarding process to assure that new employees receive the AOD policy and to communicate with current employees more directly about their responsibilities related to the AOD policy.

**Goal met:** In orientation, human resources helps new employees navigate the HR portal to introduce them to all HR policies, including the alcohol and drug policy. Although this

*Weaknesses*

Human resources has conducted group onboarding and orientation with new employees for several years; however, with staggered employee start dates, conducting these sessions has become inefficient for both new employees and presenters. Assuring supervisors' understanding of their responsibilities in the implementation and enforcement of policies has been inconsistent.

*External Threats*

External threats and opportunities are listed below. [Redacted text]

**2023/2024 GOALS**

[Redacted text]

administrators at Grace have not seen corresponding use on campus. Although student drug

[Redacted text]



7. In collaboration, the **VP/Dean of Students and the Athletic Director** will review and revise the athletic department policy related to alcohol and other drugs, evaluate dissemination methods, and determine any broader, relevant policies, all to implement by Fall 2024

8. *The Essentials of Behavioral Assessment and Modification* will be added to the course syllabus for fall 2023. This course will be taught by Dr. [redacted] and will include a module on the impact of alcohol and drugs on mental health, to this first-year course in fall 2023.

### CONCLUSION

[Redacted text]

health, including the impact of alcohol and drugs on mental health, to this first-year course in fall 2023.

9. **Human resources** will determine by July 1, 2023 the need for a vendor to conduct supervisor training related to reasonable suspicion for alcohol and drug testing.
10. **Human resources** will conduct training themselves or coordinate training by MedStat for





“(B) a range of responses and sanctions for institutions of higher education that fail to implement their programs or to consistently enforce their sanctions, including information and technical assistance.”

[REDACTED]

Appendix B: Student Policy

**GRACE COLLEGE AND SEMINARY  
STUDENT SUBSTANCE USE AND ABUSE POLICY**

**Policy:** The use (or consumption), sale, purchase, transfer, or possession of a controlled substance

[REDACTED]

on property owned or leased by Grace College or while participating in activities sponsored by the College, and the use, possession, or being under the influence of alcohol, and the abuse of prescription medicine also pose unacceptable risks for safe, healthy and efficient operations.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

a. Any drug or other substance that is not legally obtainable

[REDACTED]

c. Any prescribed drug not legally obtained

d. Any prescribed drug not being used for the prescribed purpose

e. Any over-the-counter drug being used at a dose level other than the

[REDACTED]

sexual misconduct. The purpose of this policy is not to exonerate students from disciplinary action.

rather it is to prioritize student safety and promote educationally- based, restorative responses related to these emergency situations.

For the full policy on Medical Amnesty or Indiana's Lifeline Law, please stop by the Student Affairs office.

**Student Conduct Sanctions:**

Sanctions action against students related to the violation of the expressed standards of conduct will be in accordance with those outlined in the Student Conduct Guidelines. In each situation there are

several variables which may contribute to the resulting decisions. Grace College reserves the right to exercise greater or less severity in decisions. Examples of variables that would include

c. The student may be required to meet with a mentor approved by Student Affairs a

full semester.

d. The student's parent or guardian will be informed.

e. If the student is in a leadership position or an athlete, they will

sanctions up to and including disciplinary probation.

f. All sanctions must be completed within one semester (16 weeks) of being issued a

a. The student will appear before a student conduct panel. The panel will determine sanctions up to and including dismissal. The student will likely be suspended from campus until the panel can be convened.

b. The student's parent or guardian will be informed.

c. If the student is in a leadership position that student will be removed from that position.

terminated.

d. If the student is an athlete, they will be removed from their athletic team.

to satisfactorily perform his or her duties or function in a college environment due to drug or alcohol impairment. Such inability to perform may include, but is not limited to, decreases in the quality or quantity of the student's academic performance.

[REDACTED]

Revised 6/10/21

**Appendix C: Athletic Department Policy**

**GRACE COLLEGE AND SEMINARY  
Athletic Department Policy  
Alcohol Addendum for Student Athletes**

Student Athletes are under the authority and guidance of their head coaches during their time as an athlete at Grace College. Student athletes are held accountable to the entire student life covenant and in addition to as a student athlete they are held to a higher standard. Student athletes regardless of age during their time as a student athlete are not allowed to consume alcohol at

[REDACTED]



fulfill additional expectations set forth by the coach and student life. A meeting with the coach, athletic director and student will take place and parents will be informed.

**Third Offense:** Dismissal from the team for 1 year and potential dismissal from Grace College.

**Revision History:**

<b>Date</b>	<b>Description of Revision</b>
8/1/14	Creation and initial approval

**GRACE COLLEGE AND SEMINARY**  
**Drug and Alcohol Abuse Employee Policy**

**Policy:** The use, sale, purchase, transfer, or possession of an illegal drug that

[REDACTED]

**1. Purpose**

[REDACTED]

**2. Scope**

[REDACTED]

**3. Health and Other Risks**

[REDACTED]

the lungs, cardiovascular disease, cancer, liver disease, seizures, brain damage, acute and chronic illness, and even death. Because many who abuse alcohol and drugs also smoke, the health risks are further compounded.

In addition, the abuse of alcohol and drugs

#### 4. Definitions



will contact human resources for guidance.

While employees need not inform management of all medications taken, it is

[REDACTED]

## 7. Discipline and Legal Sanctions

[REDACTED]

performance.

- b. Grace at all times reserves the right to judge the effect that a legal drug may have on job performance and to restrict the using employee's work activity or presence at the workplace accordingly.

### 6.2 Illegal Drugs and Alcohol. The use, sale, purchase, transfer, or possession of an illegal drug

[REDACTED]

person under twenty-one years of age or within one thousand feet of the property of a college

## 8. Drug and Alcohol Testing of Employees

8.1 Grace will notify employees of this policy by:

- a. Providing to each employee a copy of the policy, and obtaining a written acknowledgement from each employee that the policy has been received and read.
- b. Announcing the policy in various written communications and making presentations at employee meetings.

8.2 Grace may perform drug or alcohol testing:

- a. Of any employee who manifests behavior that gives rise to a reasonable belief that the person is violating this policy.

b. Of any employee who is involved in an accident that results in property damage or personal injury.

## 9. Appeal of a Drug or Alcohol Test Result

property damage or personal injury

meeting the costs of (9.2.a) and (9.2.b)

9.4 During the period of an appeal and any resulting inquiries, the

[REDACTED]

## 10. Rehabilitation and Employee Assistance

[REDACTED]

[REDACTED]

[REDACTED]

information concerning local resources that are available to the community.

## 11. Inspections and Searches

## 12. CONFIDENTIALITY

12.1. Create confidentiality



**GRACE COLLEGE AND SEMINARY**  
**Statement on Community Lifestyle Expectations**  
**Approved November 4, 2015**

Members of the Grace College and Seminary (Grace Schools) community are expected to

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**Appendix F: Pro-Health Programming**

**Pro-Health Programming**

**Strategic Plan: Employee Work-Life Balance**

Grace has prioritized work/life balance for employees as part of its strategic plan. It conducts periodic employee surveys (2019, 2022, pending 2024). Staff committees analyze the results then make recommendations to cabinet to (a) promote work/life balance for employees.

[REDACTED]

- Wellness screenings for employees and spouses
- Using Teledoc for mental health needs

## Students

2021

- Food survey regarding dining facilities

- COVID surveillance testing, community testing announcements, on-campus vaccination site
- Blood drive volunteers
- Focus Group: Women's Health and Wellness
- Disability Awareness Fair
- Trauma-Informed Practices in Education event
- Winona Lake Park clean-up
- Women's Sexual Assault Support Group
- Virtual Life Stressors Support Group
- National Walking Day announcement
- Men's Sexual Assault Support Group
- Medical Housing information
- Health and Wellness Center

- Financial hardship/emergency aid grant announcement
- National Eating Disorder Awareness week campaign announcement
- Various event offerings to encourage on-campus community
- Group fitness announcements
- Sunset yoga flow
- On-campus and local student services and initiatives

- April newsletter series on Upstanding for Sexual Assault Awareness Month
- Sunset yoga
- Fairly Fighting Couples Group
- Heart of the Hero support group for men

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]