



UNIVERSITY *of* HAWAI'I®

MAUI COLLEGE

**Drug & Alcohol Abuse Prevention Program
Biennial Review
Academic Years 2020-2021 & 2021-2022**

Prepared in compliance with the Drug-Free Schools and Communities Act Amendments of 1989, the Drug-Free Workplace Act of 1988, and 34 CFR 86 - Drug and Alcohol Abuse Prevention.

INTRODUCTION AND COMPLIANCE STATEMENT

University of Hawai'i Maui College (UHMC) is committed to maintaining a drug free learning environment and workplace for our campus community. The use of illegal drugs and unauthorized consumption of alcohol at our main campus and outreach centers interferes with this mission and is strictly prohibited. Federal and state laws and regulations applicable to students and employees of UHMC include the Drug-Free Schools and Communities Act Amendments of 1989, the Drug-Free Workplace Act of 1988, and 34 CFR 86 - Drug and Alcohol Abuse Prevention. UHMC also complies with University of Hawai'i Executive Policy EP 11.201, Illegal Drugs, Alcohol and Substance Abuse.

The Drug-Free Schools and Communities Act (DFSCA) requires institutions that receive federal financial assistance to establish a Drug and Alcohol Abuse Prevention Program (DAAPP) for students and employees. In compliance with this mandate, UHMC has adopted a DAAPP to prohibit the possession, use and distribution of illegal drugs and alcohol by students and employees. Notifications of the UHMC DAAPP and drug and alcohol policy are distributed to all students and employees via the campus website, UH Broadcast Email, and new employee orientation email.

BIENNIAL REVIEW

In accordance with the DFSCA and the UHMC DAAPP, UHMC conducts biennial reviews to determine the effectiveness of the DAAPP and to implement changes to the program, if needed. Biennial reviews are also conducted to ensure that UHMC is consistently enforcing disciplinary sanctions for violations of the standards of conduct.

The EDGAR Part 86 publication, "Complying with the Drug-Free Schools and Campuses Regulations", was used as a resource guide for the biennial review.

Committee Members

The UHMC DAAPP specifies the membership of the Biennial Review Committee. The individuals designated for service on the 2020-2021/2021-2022 Biennial Review Committee were:

- Brian Moto, Special Assistant to the Chancellor, Committee Chair
- Kahele Dukelow, Vice Chancellor for Academic Affairs
- David Tamanaha, Vice Chancellor for Administrative Affairs
- Kulamanu Ishihara, Interim Vice Chancellor for Student Affairs
- Shawna Pabingwit, Title IX Coordinator and Compliance Officer
- Frank Abreu, Chief of Security
- Hannah Litt, Health Center Director
- Charlie Schlather, PhD, LCSW
- Albert Paschoal, Student Life Coordinator
- Susan Tokunaga, Human Resources Manager, ADA Coordinator

- Davileigh Kahea Nae'ole, Financial Aid Office Director
- Christy Ku'ulei Nakahashi, Assistant Professor, Counseling Department
- Dean Ishihara, LSW, MSW, Maui/Molokai Drug Court Branch Administrator
- Nicole Hokoana, LMFT, Chief Operating Officer, Maui Behavioral Health Resources

Biennial Review Committee Meeting

By email sent on May 3, 2023, all members of the Biennial Review Committee were provided with relevant documents and resource materials for review. On June 20, 2023, a meeting agenda was distributed by email to Committee members. The Committee met on June 27, 2023, at 2:30 p.m., in the Wong Conference Room, Ho'okipa Building.

After the meeting, the Committee communicated further via email to share additional information and comments and to complete this Committee report.

Purpose of the Drug and Alcohol Abuse Prevention Program

The Committee reviewed the following purpose statement from Section IV of the DAAPP:

UHMC is committed to providing and maintaining a safe, healthy, and productive environment for students, employees, and visitors, free from hazards associated with drug and alcohol abuse in accordance with the Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act Amendments of 1989, and 34 CFR 86 – Drug and Alcohol Abuse Prevention. This program is also intended to ensure compliance with University of Hawai'i Executive Policy EP 11.201, Illegal Drugs, Alcohol and Substance Abuse.

Purpose of Biennial Review

Section X of the DAAPP states:

On every even numbered year (e.g., 2020, 2022), UHMC will conduct a biennial review to assess the effectiveness of its DAAPP and will implement changes to the program, as needed. Another function of this review is to ensure the College is consistently enforcing disciplinary sanctions for violations of the standards of conduct.

The DAAPP biennial review will be conducted by a committee comprised of a broad representation of campus constituents that have a stake in promoting the health and safety of the campus community. The biennial review will assess the then current UHMC DAAPP and identify strengths, weaknesses and strategies for continuous improvement.

Documents and Resource Materials Reviewed

Committee members were afforded opportunity to review and discuss the following documents and resource materials:

- UHMC Drug & Alcohol Abuse Prevention Program (DAAPP)(rev. April 2021).
- DAAPP Biennial Review Academic Years 2018-2019 & 2019-2020 (April 6, 2021).
- Excel spreadsheet summarizing UHMC DAAPP data for 2018, 2019, 2020, 2021, 2022. (dated 4/14/2023).
- UHMC Student Right-to-Know/Consumer Information webpage, Alcohol and Drug Free Campus Policy.
- Hawai'i Revised Statutes relating to drugs and alcohol.
- UHMC Student Conduct Code (Effective March 15, 2021).
- UHMC 2022-2023 Catalog, pages relating to Campus Safety & Policies, Illicit Drugs and Alcohol.
- UH Executive Policy EP 7.208, Systemwide Student Conduct Code.
- UH Executive Policy EP 11.201, Illegal Drugs, Alcohol and Substance Abuse
- UH Office of Human Resources 2021 and 2022 Official Notices to Employees and Students Regarding Drug-Free and Alcohol-Free Workplace Policies.
- UH New Hire Notices Regarding Drug-Free and Alcohol-Free Workplace Policies.
- UHMC 2021 and 2022 DAAPP Notices.

Committee Findings and Recommendations

1. DAAPP Purpose. The Committee reviewed Section IV of the DAAPP, pertaining to purpose of the Drug and Alcohol Abuse Prevention Program.

Recommendation. None.

2. DAAPP Goals. The Committee reviewed and discussed Part V of the DAAPP, pertaining to Goals. A Committee member suggested that the reference in the first sentence to “drug and alcohol abuse awareness” be changed to “awareness of substance use disorder”.

Recommendation. The Committee recommends that Part V of the DAAPP be revised as suggested to reflect current terminology.

3. DAAPP Disclosures on Sanctions for Students and Employees. The Committee reviewed Part VI of the DAAPP, pertaining to sanctions. Committee staff agreed to review the text to ensure that it is up-to-date and accurately reflects relevant sections of UH policies and Hawai'i and federal law.

Recommendations.

When reviewing Student Conduct Code provisions relating to sanctions, staff determined that the Code, in addition to listing the sanctions cited in Part VI(A) of the DAAPP, provides for additional sanctions. In particular, the Code states that, pursuant to Executive Policy EP 7.205, students may also be subject to University systemwide sanctions and that UHMC may withhold awarding a degree otherwise earned until the completion of the Student Conduct Code process, including the completion of any sanctions imposed. Therefore, it is recommended that Part VI(A) of the DAAPP be revised to disclose these additional sanctions.

Regarding Part VI(B) of the DAAPP, pertaining to Sanctions for Employees, the Vice Chancellor of Administrative Affairs and the Human Resources Office confirmed that the text remains accurate. Therefore, no revision is necessary to Part VI(B).

Regarding Part VI(C) of the DAAPP, pertaining to Federal Sanctions, staff determined that a current summary of federal trafficking penalties is set forth in a table in Drugs of Abuse – A DEA Resource Guide / 2022 Edition. Therefore, it is recommended that Part VI(C) of the DAAPP be revised by deleting the existing tables and inserting a cross-reference to the relevant pages of the DEA Resource Guide, which will be attached to the DAAPP as an appendix.

Regarding Part VI(D) of the DAAPP, pertaining to State of Hawai'i Sanctions, staff determined that the text remains accurate. Therefore, no revision is necessary to Part VI(D).

4. DAAPP Summary of Drug and Alcohol Testing Policies. The Office of Human Resources reviewed Part VII of the DAAPP, pertaining to Drug and Alcohol Testing, and confirmed that the text remains accurate.

Recommendation. No revision is necessary to Part VII.

5. DAAPP Summary of Campus Drug and Alcohol Awareness Campaign – Health Risks, Treatment and Resources. The Committee reviewed Part VIII of the DAAPP, pertaining to Health Risks, Treatment and Resources.

Recommendations.

Regarding Part VIII(A) of the DAAPP, pertaining to Health Risks of Alcohol, staff determined that the National Institute on Alcohol Abuse and Alcoholism (NIAAA) has updated its educational materials, which are available on its website, www.niaaa.nih.gov. Among the

educational materials are “Alcohol’s Effects on the Body” and “College Drinking”. It is recommended that both documents be included as appendices to the DAAPP.

Regarding Part VIII(B) of the DAAPP, pertaining to Health Risks of Controlled Substances, the Committee was informed that the Drug Enforcement Administration, U.S. Department of Justice, has published a document entitled, “Drugs of Abuse – A DEA Resource Guide / 2022 Edition”. The Committee recommends that this document replace the 2020 Edition currently attached to the DAAPP.

Regarding Part VIII(C) of the DAAPP, pertaining to Drug and Alcohol Awareness Training, Committee member Charlie Schlather, PhD, LCSW, said that he could lead one training session per semester. He reported that his prior training workshops have usually consisted of about 15-20 participants. Committee members observed that it has proven difficult to involve students in on-campus training sessions. The following suggestions were made to improve student awareness and participation:

- Request that the Maui AIDS Foundation provide training or a booth at a student event;
- Work with the Student Life Coordinator on ways to involve Student Government or Student Life in drug and alcohol awareness efforts; and
- Ask the UHMC Faculty and Staff Development Coordinator for help in developing and promoting drug and alcohol awareness training sessions.

Regarding Part VIII(D) of the DAAPP, pertaining to Campus Resources, the following revisions were suggested:

- Revise paragraph 2, pertaining to UHMC Counseling, to state: “UHMC students dealing with drug and/or alcohol problems are encouraged to seek help through available resources. Short-term individual counseling by UHMC personal support counselors is also available for students who need assistance with substance and alcohol abuse issues or referral services.”
- Delete paragraph 5, pertaining to Team MALAMA, and replace it with a new paragraph regarding the UHMC student Behavior Intervention Team (sBIT).
- Delete paragraph 7, pertaining to Alcoholics Anonymous, as AA services are not being provided by UHMC personal support counselors.

Regarding Part VIII(E) of the DAAPP, pertaining to Community Resources, a Committee member submitted an edited version of an online Hawai’i State Rural Health Association list of treatment and recovery and prevention resources available on the islands of Maui, Molokai, and Lāna’i. It is recommended that an updated and edited list of resources

replace the existing list of Community Resources in the DAAPP. The list may be attached to the DAAPP as a new appendix.

6. Measures of DAAPP Program Effectiveness. The Committee reviewed and discussed Part IX of the DAAPP, pertaining to Program Effectiveness, and a table summarizing 2018, 2019, 2020, 2021, and 2022 data regarding the following:
- Employee drug or alcohol-related disciplinary sanctions imposed;
 - Student drug or alcohol-related disciplinary sanctions imposed;
 - Employee random drug testing;
 - Maui Police Department (MPD) drug & alcohol-related arrests;
 - Campus Security drug or alcohol-related incidents;
 - Employee referrals for drug or alcohol counseling or treatment;
 - Student referrals for drug or alcohol counseling or treatment;
 - UHMC drug and/or alcohol-related training sessions;
 - Number of students, staff, and faculty attending UHMC drug and/or alcohol-related training sessions; and
 - Number of campus events at which alcohol was served.

The data reviewed by the Committee showed no employee or student referrals for drug or alcohol counseling or treatment in 2018, 2019, 2020, 2021, and 2022. The data also showed zero Campus Security drug or alcohol-related incidents for the years in question.

Recommendation. The Committee recommends that the section of the table relating to MPD drug and alcohol arrests for Maui, Molokai, and Lānaʻi be deleted, given the unavailability of the data

7. Biennial Review. The Committee reviewed Part X of the DAAPP, pertaining to the DAAPP Biennial Review.

Recommendations.

Regarding Part X(A) of the DAAPP, pertaining to Committee Membership, the Committee recommends that the DAAPP roster of Committee members be expanded to include the following campus officers:

- Registrar;
- Faculty and Staff Development Coordinator; and
- Student Behavior Intervention Team (sBIT) Coordinator.

The Committee noted that the Registrar is responsible for issuing the DAAPP notices that are emailed to students at specified times of the year. The Faculty and Staff Development Coordinator helps plan and arrange many of the training sessions, workshops, and

presentations featured on campus. The sBIT Coordinator and sBIT members respond to student behavior issues on campus.

The Committee further recommends that the reference to Aloha House, Inc., be changed to "Maui Behavioral Health Resources".

Regarding Part X(B) of the DAAPP, pertaining to Materials to Be Reviewed, the Committee recommends that UHMC arrange for naloxone (Narcan) training for Campus Security and interested faculty, staff, and students, and that Campus Security have access to supplies of naloxone to respond to incidents of opioid overdose. The Committee recommends that, when such a program is instituted and naloxone becomes available, a notice be issued to campus employees. The Committee recommends that the notice be reviewed in future Biennial Reviews.

8. Distribution of UH Official Notices and UHMC DAAPP to Employees and Students. Part XI of the DAAPP, provides for the delivery of an annual UH Official Notice to Employees and Students Regarding Drug-Free and Alcohol-Free Workplace Policies to all faculty, staff, and students by UH System on or around October 1 of each year. Section XI also requires that, on or around October 2 of each year, copies of the UHMC DAAPP be sent to all faculty and staff by UHMC Human Resources and to all students by the UHMC Registrar. Further, the UHMC Registrar is directed to send the UH Official Notice and the UHMC DAAPP two additional times a year to all students after the census date for the Spring and Summer terms.

Under the DFSCA, the annual notices to each student and college employee must include the following:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees;
- A list of applicable legal sanctions under federal, state, or local laws for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the abuse of alcohol or use of illicit drugs;
- A list of drug and alcohol programs (counseling, treatment, rehabilitation, and re-entry) that are available to employees or students; and
- A clear statement that UHMC will impose disciplinary sanctions on students and employees for violations of the standards of conduct and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution.

Recommendations.

Regarding Part XI(1) of the DAAPP, pertaining to the Campus Website, the Committee recommends that the DAAPP information on the UHMC website be checked to ensure that

that it is accessible to those with disabilities.

Regarding Part XI(2) of the DAAPP, pertaining to Official Notices distributed by broadcast email, the Committee reviewed copies of Notices issued to employees and students in Fall 2020, Spring 2021, Summer 2021, and Fall 2021. The Committee was therefore able to confirm that, in the 2020-2021 academic year, the three required Notices had been distributed by email broadcast. However, in the 2021-2022 academic year only one Notice, in the Fall term, had been distributed.

The Committee was informed that Student Affairs and the Office of Admissions & Records have taken steps to ensure that the required Notices are issued in the Spring and Summer terms of each academic year, and not just the Fall term. The Committee recommends that distribution of the required Notices be calendared by Student Affairs and the Office of Admissions & Records.

Regarding Part XI(3) of the DAAPP, pertaining to New Employee Orientation Email, the Committee reviewed the notices that are provided to new employees upon hire. The Committee has no recommendations concerning this matter.

Regarding Part XI(4) of the DAAPP, pertaining to Printed Copies, it is recommended that the contact information in the text be updated to reflect personnel changes. It was also recommended that the UHMC Catalog's disclosure on drugs and alcohol be reviewed in future to ensure that it is consistent with the DAAPP.

9. General and Concluding Comments and Assessment. Committee members were surveyed for any general or concluding comments regarding the UHMC DAAPP. Committee members expressed general approval of the DAAPP review process and outcomes.

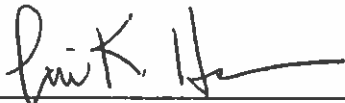
SUMMARY

UHMC certifies that it has adopted and implemented a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees, and that it has and continues to distribute annually and at other times and occasions:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on UHMC property or as part of any of its activities;
- A description of the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A description of drug or alcohol counseling, treatment, or rehabilitation or re-entry programs available to students or employees; and
- A clear statement that UHMC will impose sanctions on students and employees (consistent with federal, state, and local law) and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

UHMC also certifies that it has conducted this Biennial Review to determine the effectiveness of its program, implement changes to the program if needed, and ensure that required sanctions are being consistently enforced.

APPROVAL



Lui K. Hokoana, EdD
Chancellor

August 22, 2023

Date