



## **Academic Year 2023-2024**

Mr. Reggie Webb

Senior Vice President of Student Services & Campus Operations

April 2024

# TABLE OF CONTENTS

<b>Certification.....</b>	<b>3</b>
<b>Introduction.....</b>	<b>4</b>
<b>Description of Programs.....</b>	<b>4</b>
<b>For Students.....</b>	<b>5</b>
<b>For Employees.....</b>	<b>6</b>
<b>Distribution of Information to Employees and Students.....</b>	<b>6</b>
<b>Available Resources.....</b>	<b>7</b>
<b>Clery Statistics for All Campuses - 2021-2023.....</b>	<b>9</b>
<b>Federal Compliance.....</b>	<b>9</b>

**Alcohol and other Drug Prevention Certification Signed by Chief Executive Officer**

**Name of Institution:** Polk State College

**Address of Institution:** 999 Ave H NE. Winter Haven, FL

**Telephone Number:** 863-297-1000

**Senior Vice President of Student Services & Campus Operations:** Mr. Reggie Webb

**Signature of the Senior Vice President of Student Services & Campus Operations:** *Reggie Webb*

**E-mail address:** RWebb@polk.edu

**Date:** April 2024

## Introduction

Polk State College, in compliance with the *Drug-Free Schools and Communities Act of 1989, Public Law 101-226*, is mandated to affirm that it has established and executed a program to deter the unlawful possession, usage, or distribution of illicit substances and the misuse of alcohol among its student and staff populace. This biennial assessment evaluates the extent and efficacy of the College's prevention initiatives to ensure a comprehensive approach and adherence to statutory requirements.

The program at Polk State College encompasses the following components:

- Annual dissemination of pertinent information to all employees and students enrolled in academic credit courses, excluding continuing education units, which includes:
- Clearly defined standards of behavior expressly prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol on College premises or during any College-related activities.
- Explanation of the legal consequences, as per local, state, and federal statutes, for violations involving illicit substances and alcohol.
- Outline of the health hazards associated with the consumption of illicit drugs and alcohol abuse.
- Overview of available drug and alcohol counseling, treatment, rehabilitation, or reentry programs accessible to both employees and students.
- A firm declaration that the College will impose disciplinary measures consistent with applicable laws, detailing potential sanctions ranging from expulsion or termination to legal prosecution for breaches of mandated standards.

Periodic review by the College, conducted at regular intervals, to:

- Assess the efficacy of existing programs and institute necessary modifications for improvement.
- Ensure uniform enforcement of disciplinary actions across all instances.

By fulfilling these obligations, Polk State College remains committed to fostering a safe and conducive learning environment while upholding legal and ethical standards regarding substance abuse prevention and control.

## Description of Programs

Polk State College offers an alcohol and substance abuse program designed to raise awareness about policies governing alcohol and drug use across all campuses of the College.

### For Students:

- ***Drug-Free Policy***

Because the likelihood of success is so dramatically reduced for students using illegal drugs, Polk State College is determined to have drug-free campuses. Illegal use of drugs or alcohol is not tolerated on any Polk State College campus or at any College-sponsored event off campus as indicated by *District Board of Trustees Rule 4.01: Code of Conduct for Students and Student Organizations* and *2.25: Drug-Free Workplace*. Certain limited-admission programs have additional procedures regarding the use of drugs and alcohol. Various opportunities exist at Polk State College to educate students about the realities of drug and alcohol abuse. A major unit in the *Wellness Concepts* course (*HLP 1081*) covers substance abuse. In addition, special seminars, workshops, and discussion opportunities are scheduled.

Polk State College requires all applicants for admission to commit to obeying the law and refraining from illegal drug and alcohol activity on campuses and at all College events.

Any student who illegally uses drugs or alcohol, or who sells or manufactures legal or illegal drugs on any of the College's campuses or centers, or at a College-sponsored event off campus, is subject to disciplinary actions, including suspension or expulsion. Additionally, the College refers any individual who engages in illegal drug, controlled substance, or alcohol activity on the College's campuses or centers (or at College events) to law enforcement for prosecution.

A student who is convicted of a drug offense is required to report the offense to the Campus Associate Dean of Student Services within five days of the student's first day of classes. Furthermore, any student currently attending Polk State College who is subject to legal action as a result of drug-related offenses is required to contact the Campus Associate Dean of Student Services. The College reserves the right to investigate reports of drug use or conviction. Any student who is found to have neglected this requirement is subject to disciplinary action up to and including expulsion.

A student who is suspended or expelled due to drug-related offenses may be granted readmission only if he or she provides proof of being drug free (or documentation of drug rehabilitation). An Associate Vice President of Student Services reviews the proof provided and makes a decision regarding readmission.

The College's Drug-Free Policy is available in the College Catalog:

[catalog.polk.edu/content.php?catoid=49&navoid=3577&hl=%22drug+free%22&returnto=search](http://catalog.polk.edu/content.php?catoid=49&navoid=3577&hl=%22drug+free%22&returnto=search)

- ***Student Code of Conduct***

This policy was adopted in December of 1974 and was updated in April 2022:

Possession or Use of Alcohol

Use, possession of, or distribution of alcohol beverages on or off campus or at any College event (i.e., regardless of the age of the student) is prohibited.

[www.polk.edu/wp-content/uploads/401-1.pdf](http://www.polk.edu/wp-content/uploads/401-1.pdf)

- ***Intercollegiate Athletics Drug and Alcohol Testing***

Polk State adopted Board Rule 2.25 in March 2017.

Polk State College promotes a drug-free environment for students, staff, and visitors. The Intercollegiate Athletics Program will provide extracurricular activities for students in a drug and alcohol-free environment. Student-athletes are not permitted to use illegal or un-prescribed drugs or use or abuse alcohol during or after a team's competitive season. Abuse of prescribed medications is also not permitted.

In order to be eligible to participate, all student-athletes will consent to random drug testing at any time selected during the academic year. Also, student-athletes or sport-specific teams may be subjected to mandatory drug testing at any time during the academic year. Disclosure of drug testing is listed on the Polk State Drug Consent Form signed by all student-athletes:

<https://www.polk.edu/wp-content/uploads/1031.pdf>

## **For Employees:**

- ***Drug-Free Workplace Policy***

The District Board of Trustees has directed the President to establish a program concerning drug prevention and direct the establishment of a drug prevention program for students and employees of the College that, at a minimum, meets the requirements of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). The Drug-Free Workplace program information will be included in the Polk State College Employee Handbook: <https://www.polk.edu/wp-content/uploads/225.pdf>

## **Distribution of Information to Employees and Students**

Every employee and student is sent an email notification to review Polk State College's federal and state regulations concerning alcohol and drug usage. Furthermore, the full text of the College's alcohol and drug policy is available upon request from an Associate Vice President of Student Affairs and the Director of Human Resources. Additionally, new students are briefed on this policy during orientation. They can access it through the online Polk State College Catalog and Student Handbook, which outline the prohibition of illegal alcohol consumption and drug possession or sale. The policy also delineates state and federal penalties and provides assistance resources, all accessible on the College website at polk.edu.

Each year, every student and employee is emailed a copy of the annual security report, which includes a statement regarding the College's drug and alcohol policy along with educational materials on substance abuse. Hard copies of this report are distributed across all campuses.

Upon hiring, Polk State College's Human Resources department furnishes each new employee with an alcohol and drug notification and the College's policy statement on alcohol and drug usage.

*Drug-Free Campus Awareness Program Brochure* accompanies the annual performance review form for each employee. Employees have to acknowledge that if they have any questions or do

not understand any part of this material, they may contact the Human Resources Office for assistance.

## Available Resources

➤ ***BayCare Student Assistance Program***

The College contracts with BayCare’s Student Assistance Program to provide help with the following: stress, anxiety, depression, anger management, relationship issues, work, school-life balance, and alcohol and drug use. For more information or to schedule an appointment, a student can call the toll-free, confidential helpline available 24 hours a day, seven days a week, 365 days a year (1.800.878.5470). Credentialed counselors are on the Lakeland and Winter Haven campuses for limited hours each week. The counselor on the Winter Haven Campus is in room WAD 159. The counselor on the Lakeland Campus is in room LTB 1274. Information is available on the College’s website: [www.polk.edu/advising/baycare-student-assistance-program](http://www.polk.edu/advising/baycare-student-assistance-program).

➤ ***Student Activities***

The Student Activities and Leadership Office (SALO) focuses on student engagement throughout the campuses to help facilitate a holistic approach to the college experience. SALO provides activities geared towards alcohol and drug awareness with partnerships with MADD (Mothers Against Drunk Drivers) and the Department of Transportation. My Brother's Keeper is another resource that brings in speakers to talk about drug and alcohol addictions and where to go for services.

➤ ***On Campus:***

<b>Resource</b>	<b>Location</b>	<b>Phone</b>
BayCare Student Assistance Program	WLR 237A Avenue H NE, Winter Haven, FL 33881 LTB 1274 3425 Winter Lake Road, Lakeland, FL 33803	800.878.5470
Public Safety and Security	1251 Jim Keene Boulevard, Winter Haven, FL 33880	863.297.1059
Office of Academic Affairs	999 Avenue H NE, Winter Haven, FL 33881	863.297.1000
Office of Student Services	999 Avenue H NE, Winter Haven, FL 33881	863.297.1000
Office of Institutional Compliance & Engagement	999 Avenue H NE, Winter Haven, FL 33881	863.292.3602
Office of Risk Management & Safety	1251 Jim Keene Boulevard, Winter Haven, FL 33880	863.297.1070
Office of Human Resources	999 Avenue H NE, Winter Haven, FL 33881	863.297.1070

Associate Vice President, Student Services	3425 Winter Lake Road, Lakeland, FL 33803 999 Avenue H NE, Winter Haven, FL 33881	863.292.3740
Associate Dean, Academic Affairs, Lakeland	3425 Winter Lake Road Lakeland, FL 33803	863.297.1024
Associate Dean, Academic Affairs, Winter Haven	999 Avenue H NE, Winter Haven, FL 33881	863.297.1020

➤ **Off Campus:**

<b>Resource</b>	<b>Location</b>	<b>Phone</b>
Polk County Sheriff's Office	1891 Jim Keene Blvd. Winter Haven, Florida 33880	863.298.6200
Winter Haven Police Department	125 E. Lake Silver Dr. NE, Winter Haven, Florida 33881	863.401.2256
Lake Wales Police Department	133 E Tillman Ave, Lake Wales, Florida 33853	863.678.4223
Lakeland Police Department	219 N Massachusetts Ave, Lakeland, Florida 33801	863.834.6900
Florida Highway Patrol	3247 Lakeland Hills Blvd, Lakeland, Florida 33805	866.369.4613
Bartow Police Department	450 North Broadway Avenue Bartow, FL 33830	863.534.5034
Lakeland Regional Health Center	1324 Lakeland Hills Blvd, Lakeland, Florida 33805	863.687.1100
Winter Haven Hospital	200 Ave F NE, Winter Haven, Florida 33881	863.293.1121
Lake Wales Medical Center	410 S 11th St, Lake Wales, Florida 33853	863.676.1433
Peace River Crisis Center	1255 Golfview Ave. Bartow, Florida 33830	863.519.3744
Alcoholic Anonymous	N/A	863.687.9275
Drug Helpline	N/A	800.662.4357

Emergency Housing (Talbot House Ministries)	814 N. Kentucky Avenue, Lakeland, FL 33801	863.687.8475
Emergency Housing Women, Children, and Families (The Salvation Army)	2455 Jim Galloway Road, Lakeland, FL 33810	863.940.9696
Citrus Connection (Polk Transit)	N/A	863.688.7433
Abuse: Child & Adult Hotline	N/A	800.926.2873
Rape Recovery Center	N/A	863.413.2707
Substance Abuse (SAM HSA)	N/A	800.662.4357
Alcohol Abuse - Alcoholics Resource Center	N/A	800.839.1686

## Clery Statistics for All Campuses - 2021-2023

Liquor Law Arrest	0	0	0
Liquor Law Referral	0	0	0
Drug Law Arrest	0	0	0
Drug Law Referral	0	0	0

## Federal Compliance

Polk State College affirms its adoption and execution of a program aimed at deterring the unlawful possession, consumption, or distribution of illicit drugs and alcohol by students and employees on campus premises or during any campus-related endeavors. The College has:

- Formulated a comprehensive written policy concerning alcohol and other drug usage,
- Instituted a systematic procedure to disseminate the policy to all students, faculty, and staff members,
- Provided detailed information regarding the health hazards linked with alcohol abuse and the consumption of illicit drugs,
- Articulated federal, state, and local penalties for the unlawful possession or distribution of illicit substances and alcohol and established and executed on-campus drug and alcohol programs,
- Disciplinary actions in place for students and employees found to be violating the policy, and
- Conducted a biennial evaluation to assess the effectiveness of the drug and alcohol program.